

Dr. Stephen F. Johansen, D.D.S, PC

TO OUR VALUED PATIENTS

Office Policies:

- Patients that do not have dental insurance, payment in full is expected on the day of service. We offer zero interest financing through Care Credit.
- Patients with dental insurance, the responsible party will pay the patient portion and any deductible on the day of service. The insurance will be billed as a courtesy, however please be aware that if the insurance does not pay within 90 days, payment in full is expected.
- Patients that have a scheduled appointment and need to cancel must do so 24 hours prior to the appointment or a \$75.00 cancellation fee will apply. The reason for this policy is that we do not routinely double book patients. Therefore same day cancellations do not leave us enough time to fill the appointment leaving the doctor's time open. This is particularly important with the hygienist's schedule because she is never double booked and your appointment time is specifically reserved for you. If we are to maintain a "non assembly line" dental office and continue to treat one patient at a time, it is imperative that patients keep their appointments or leave us an adequate amount of time to schedule another patient.
- There is a \$25.00 processing fee for any returned checks.
- The responsible party agrees to pay all collection fees, up to 40% and all attorney fees and court costs associated with collecting for services rendered.
- At times photographs of dental procedures may be taken for demonstration, advertisement, patient records and insurance purposes. By signing below I allow Dr. Stephen Johansen to use any photographs of me for the aforementioned purposes. At no time will my identity be revealed without my consent.

I HAVE READ THE ABOVE POLICIES AND AGREE TO ABIDE BY THEM.

Signature

Date