



OFFICE POLICIES

Appointments & Deposits:

- At Perfect Smile Dental we consider the appointment the confirmation. Although we may send you reminders, by setting the appointment we are making a commitment to block a portion of time specifically for you and making it unavailable for other patients.
- As a courtesy, please notify Perfect Smile Dental if you cannot make your appointment at least 24 hours prior to the scheduled time. A missed, late or cancelled appointment may be subject to a fee of \$50 per hour scheduled.
- For patients with a history of missing or cancelling appointments at the last minute, Perfect Smile Dental reserves the right to double-book your future appointments. Although we will try to keep the time open for you, we may schedule other patients to ensure that the time slot is filled and not wasted. Should your appointment be double-booked, we will treat the other patient first, which may result in your appointment needing to be rescheduled.
- For patients with a history of missing or cancelling appointments at the last minute, Perfect Smile Dental may require a deposit to secure a future appointment
- Appointments for treatment that require more than one (1) hour will require a deposit of 50% of the patient portion to secure the appointment.

Dental Insurance:

- For patients with dental insurance, we are happy to work with your carrier to maximize your benefit and directly bill them for reimbursement on your behalf.
- Your insurance is a contract between you and your insurance company. Perfect Smile Dental is NOT a part of that contract.
- Not all services cover benefits in all contracts. Some insurance companies arbitrarily select services they will and will not cover.
- If your insurance carrier does not pay the estimated benefit in full, you will be immediately responsible for any remaining balance.
- If we do not receive payment from your insurance carrier within 60 days, you will be responsible for payment of your treatment fees and collection of your benefits directly from your insurance carrier.

Financial Policy:

- Forms of payment we accept:
 - Cash
 - Credit Cards
(Visa, MasterCard, Discover, American Express, Care Credit & Citi Health Card)
 - In-house and 3rd party payment plans
- If you choose to discontinue care before treatment is complete, you will receive a refund less the cost of care received.