

Dr. Sandra Armstrong, Dr. Amy Watts, and Associates

Board Certified Pediatric Dentistry

ABOUT FINANCIAL ARRANGEMENTS, DENTAL INSURANCE AND REQUESTING DENTAL RECORDS

If you have dental insurance, we are here to help you receive your maximum allowable benefits. In order to achieve these goals, we need your assistance and your understanding of our payment policy.

Payment for a service is due at the time services are rendered unless otherwise discussed with our office. We accept cash, checks, post dated checks, MasterCard, Visa, Discover, American Express and Care Credit. If we accept your insurance as payment, you are required to provide us complete insurance information as well as the estimated dollar amount not covered by your policy on the date services are provided.

Your Insurance is a contract between you, your employer and the insurance company. We are not party to that contract; however, we will do what is legally allowed to help you obtain your benefits.

Many consumers think that their insurance pays 90%-100% of the dental fees. In reality most plans pay 50-80% of the total fee. How much your insurance pays is controlled by your employer, not our office.

Our fees fall within the acceptable range by most Insurance companies, however, many insurance companies reimburse their policyholders based on a fee schedule which has no relationship to the current standard of care.

While the filing of insurance claims is a courtesy that we extend to our patients, all charges are your responsibility from the date the services are rendered.

Returned Checks and Balances

Returned checks will receive a reprocessing charge of \$35.00. Balances greater than 30 days shall be subject to additional collection fees and interest charges of 1.5 % per month.

Requesting Dental Records

All dental records in the office of Dr. Sandra Lee Armstrong, Dr. Amy Watts and Associates are maintained by the guidelines established by the State Board of Dental Examiners in addition to the Health Portability and Accountability Act (HIPPA). The original records of diagnosis and treatment are the property of Dr. Sandra Lee Armstrong, Dr. Amy Watts, and Associates.

Our goal is to make accessibility of these records convenient for you, and we encourage you to seek a second opinion. To that end, the most recent radiographs will be duplicated and data made available once we have received a written request from the parent or legal guardian. When forwarding radiographs to another Dentist, our office suggests a 2-week notice so that records can be duplicated and delivered in time for your appointment.

Thank you in advance for your attention.

I have read and agree to the terms and conditions of Dr. Sandra Armstrong, Dr. Amy Watts and Associates financial and dental records agreement.

Signature: _____ *Date:* _____

Print Name: _____