

John Q. Dentist, D.D.S.

29990 Jefferson Avenue

Murrieta, CA 92562

(909) 678-9876

(Date)

Dear (Patient):

We would like to take this opportunity to thank you for being an important member of our dental practice and to assure you of our continued commitment to excellence in providing dental care for you and your family. In order to keep our fees from rising/considerably and to minimize the expenses of billing and accounting, we have opted to offer our patients two new payment policies. These policies are effective (90 day date) and we appreciate your understanding in helping us keep this caliber of dental care affordable for our valued patients.

1. All fees or copays less than \$200 will be due and payable at the time of treatment. We accept cash, checks, and most major credit cards. For our insured patients, rather than estimating the uninsured amount due, we will be happy to bill the exact difference to your MasterCard, Visa, American Express, or Discover Card the day the insurance check is received in our office.
2. For fees above \$200, financial options are available through our financial coordinator. We have enclosed a copy of some of the payment options that many of our patients enjoy taking advantage of.

Sincerely,

Dr. John Q. Dentist

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Our Financial Policy

Thank you for choosing our office for your dental needs. Dental treatment is an excellent investment in an individual's medical and psychological well-being. Financial considerations should not be an obstacle to obtaining this important, life-enhancing care. We are always available to answer your questions or assist you in any way we can.

All of our fees or co-pays less than \$200 will be due and payable at the time treatment is rendered. We happily accept cash, personal checks, or credit cards (MC, Visa, American Express and Discover).

For our patients with dental insurance: We are happy to assist you in filing the necessary forms to help you receive the full benefits of your coverage. The insurance relationship constitutes an agreement between the carrier and the patient. As such, we can make no guarantee of estimated coverage or payment. Please know that we will do everything possible to see that you receive the full benefits of your policy.

Payment Options

1. **Pre-payment Courtesy:**

We are happy to offer a 5% accounting courtesy for all treatment over \$400 that is paid in full prior to treatment commencing.

2. **Payment As Services Are Rendered:**

If you wish to pay the estimated amount for treatment not covered by insurance at the time services are rendered we gladly accept cash, personal checks and most major credit cards.

3. **Monthly Payment Plans:**

“Same As Cash” Interest-Free Credit Line

Monthly payments (up to 12 months) interest-free.

Extended Payment Plan

For treatment plans between \$1500 and \$25,000.

18-60 months duration.

No down payment required.

Payments as low as \$75 / month.

No pre-payment penalty.

3 Equal Monthly Payments

25% initial down payment.

Guaranteed with major credit card.

“Lay-Away” Plan

Treatment commences after comfortable monthly payments are made which equal estimated patient portion.

By providing us with 24 hours notice, we are happy to change your appointment with no additional fees.

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We have recently learned from insurance companies with whom we currently participate that it is critical for all dental offices to maintain consistent policies regarding patient discounts and payment arrangements. Therefore, in an effort to be non-discriminating and fair to all of our patients, we have opted to offer two new payment policies. These policies are effective July 1, 2002 and we appreciate your understanding in helping us keep this caliber of dental care affordable for our valued patients.

1. All fees or co-pays less than \$200 will be due and payable at the time of treatment. We accept cash, checks, and most major credit cards.
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Please call us if you have any questions. We look forward to seeing you and your family in our dental practice very soon.

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