Cancellation and Missed Appointment Policy

We always provide courtesy reminder calls or e-mails to remind you of your reserved appointment time. We ask that you confirm your appointment either by a return phone call or e-mail. If we do not get a confirmation from you regarding your appointment we reserve the right to remove your appointment from our schedule if that time is needed for another patient.

If you must reschedule or cancel your appointment we require 24 hours notice to avoid a broken appointment fee. The fee for a 1st broken appointment is $25.00. The 2nd and 3rd broken appointment fee is $50. After 3 broken appointments we will only be able to see you on a walk in basis if our schedule allows.

The best way to contact me or other family members _____

May we contact you at work? _____ Work #_____ Cell #_____

_____ _____

Patient or Responsible Party Date

Insured Families

As a service to our patients with insurance, Middlecoff Dental Group agrees to accept an **estimated** co-payment at the time service is rendered and bill insurance for the balance.

Even with our best efforts, we can only **estimate** what insurance will pay. We are never given a **guarantee** of coverage or benefits from your insurance carrier and situations may arise when insurance will deny a claim or a portion of a claim when we submit it for payment.

Insurance is a contract between **you** and **your carrier** and if you have concerns we strongly suggest that you contact your carrier prior to your visit.

In the event that insurance pays less than estimated or not at all, I agree to pay any amount not paid by my insurance to Middlecoff Dental Group.

We recommend, and most patients prefer, composite or tooth colored fillings instead of amalgam or silver fillings.

We will always restore teeth with tooth colored composite fillings since we feel that this type of restoration is far superior to silver amalgam fillings.

Many insurance companies allow an alternate treatment of, or ***downgrade*** to silver amalgam fillings on back teeth, molars and sometimes premolars (even insurance companies recognize that this is not the best restoration).

If your insurance company downgrades the difference between the cost of a composite restoration and amalgam restoration would not be paid by insurance.

If you are scheduled for fillings, please let us know before hand if you prefer to have silver amalgam fillings rather than tooth colored composite fillings.

_____ _____

Patient or Responsible Party Date

I have been provided with a copy of Middlecoff Dental Group's Privacy Policy.

_____ _____

Patient or Responsible Party Date

3/11/11