

Office Policies

Thank you for choosing the office of Dr. Howard Moses for your dental needs. We are committed to providing quality dental care for you and your family. Please read the following and if you understand our office policies please sign in the space provided. We will furnish you a copy upon your request.

Scheduling

Please help us serve you better by keeping your regularly scheduled appointment. Broken dental appointments are a disappointment to everyone, interfere with your dental treatment, and create unnecessary scheduling problems for other patients.

If sufficient notice is not given when you cancel or reschedule an appointment, it does not give us enough time to contact another patient who would benefit from coming in earlier. If a cancellation is unavoidable, please call us at least 24 hours in advance so that we may offer that time to another patient.

We know that rare emergency situations may occur, and under those circumstances we can completely understand. If 24 hours notice is not given a charge may be added to your account upon the discretion of our office.

Financial Policy

Payment for services is due at the time dental treatment is provided. Every effort will be made to provide a treatment plan for services with estimated costs so that you can be prepared for payment on your next visit.

As a courtesy to our patients, we will file your dental insurance claims and bill your dental insurance company for treatment you receive. However, in the event the insurance company does not pay the estimated portion of the bill, the balance will become the patient's responsibility and will be billed directly to you.

Accounts over 60 days past due will have an accrued service fee of 1.5% per month or 18% annually. If an unforeseen situation should arise that prevents you from making your payment in a timely manner, please contact our office to avoid any misunderstanding.

Please take the time to read and understand your insurance policy and benefits. Our goal is to help you achieve and maintain optimal dental care. Our office will do everything possible to help you understand and make the most of your dental insurance benefits.

For your convenience we accept Personal Checks, Cash, Master Card, Visa, Discover and Care Credit.

Signature of Patient or Responsible Party

Date

Please read before signing