

# TALL GRASS DENTAL ASSOC.

**John W. Milgram, D.D.S.**

24111 WEST 103<sup>RD</sup> STREET ♦ NAPERVILLE, ILLINOIS 60564

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## Office Policy Disclosure & Consents

### Missed Appointment Fee

I agree to pay a fee to Tall Grass Dental Assoc. for failing to keep an appointment without notification 3 office days before the scheduled appointment.

### Insurance, Payments, and fees

We will file your dental insurance claims for you.

If sending a minor alone for services I will provide the office with a credit charge to cover the fees for the appointment.

I agree to pay all estimated co-payments and deductibles at the time of service.

I agree to notify the office of any changes in my insurance status prior to services being rendered.

I agree to be financially responsible for my balance if my insurance company does not make payment in 45 days from the date of service.

I agree to be financially responsible for my balance if my insurance company does not pay the balance in full.

I agree to pay a fee for the collection of my outstanding balance over 60 days. (Fee is 35% of balance.)

### Privacy Policy

I authorize appointment information to be left on my telephone answering machine or cell phone voice mail.

I authorize Tall Grass Dental Assoc. and its agents to communicate with any third parties (i.e. insurance carriers or other doctors) as deemed necessary regarding my health and financial information. And I authorize any third party to communicate my health and financial information to Tall Grass Dental Assoc.

I allow Tall Grass Dental Assoc. to use any photographs taken for educational and promotional purposes, without compensation.

### Changes to Treatment Plans

Treatment plans are estimates only. Dental conditions may be worse than they appear in exams and in x-rays. Fillings may be deep enough to require root canal treatment. Sealants may become fillings. Fillings may be large enough to require crowns. Filling may become sensitive after a few weeks or months and require root canals and/or crowns. Conditions may require treatment from specialists.

I agree to be financially responsible for all fees that result from a change in my treatment plan.

### Print All Patients' Names

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I am the person with legal authority to consent to treatment and billing regarding these patients and I understand the previous terms and conditions and agree to be bound by them.

### Choose Method of Payment by Initialing

Check, Cash or Credit Card \_\_\_\_\_ Office Financing Plan \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_