

Welcome!

Thank you for contacting our office. We **welcome** you into our practice and look forward to caring for your dental needs. We hope that you will be pleased with our efforts on your behalf and with the consideration and friendliness of our staff.

In our **preventive oriented practice**, we attempt to correct your dental problems before they become complicated. We will make certain that you know what you can do at home to prevent tooth decay and gum disease. Proper treatment, good home care, and periodic examinations can maintain the health of your mouth for a lifetime.

After our examination, we will recommend a course of treatment. Alternative procedures sometimes need to be discussed before choosing the best course of treatment. Please feel free to ask us about anything you do not fully understand.

We offer nitrous oxide and/or conscious sedation for patients who are apprehensive. Special arrangements can be made prior to appointments. If you are going to be using nitrous oxide and/or conscious sedation, you need to be aware that you cannot eat or drink for 8 hours prior to your appointment time. There will be a charge for the use of nitrous oxide.

All visits are by appointment only. We ask that you please arrive 10 minutes prior to your appointment for check-in and to update your records. We pride ourselves on not keeping you waiting. If you must cancel, kindly give us at least 24 hours notice.

Payment for all services is expected at the end of each visit. This does include any co-payments for treatments. Treatment requiring laboratory fees will require a deposit **before treatment** and the balance on completion. If you have dental insurance, your co-payment (% your insurance does not cover) will be required when services are rendered. Our office generates insurance forms and will be happy to process the original claim for you. **The insurance contract is between you and the insurance company.** After a period of **six weeks**, if claims have not been paid, it then becomes **your** responsibility.

Once again, we welcome you to our practice and thank you for taking the time to complete the attached health form. Please bring your paper work to your initial appointment.

I have read and understand the above.

Signature

Date