

FINANCIAL AGREEMENT



Southwest Dentistry is committed to providing you with the best possible care, and we are pleased to discuss our professional fees with you at any time. Your clear understanding of our Financial Policy is important to our relationship. Please ask if you have any questions about our fees, financial policy, or your responsibility. If you desire a payment plan option, we have several options available to discuss.

All treatment recommendations are based on individual need and not on insurance coverage. If you have insurance, as a courtesy we will assist you by filing your claim and all necessary documentation at no charge. **Full payment is due at the time of service and/or your patient portion estimated by our system.** Please note that insurance estimates are not a guaranteed payment. Insurance payment is based on plan provisions, available remaining benefit period maximum, and procedure frequency limitations when the claim is received. We are not able to monitor these factors and ask that you be familiar with your plan benefits, maximums and frequencies at all times and before receiving treatment. In all cases, and without exception, you are responsible in full for any amount not covered by your insurance company.

If you receive a statement from us of a balance due, it is due in full by the due date on the statement. Unless otherwise discussed with our office manager. Should your account remain unpaid, it will be referred to a **collection agency** and you will be responsible for all additional fees assessed in the process of collecting the unpaid balance. All payments returned due to non-sufficient funds will be subject to an NSF fee of \$50.00. To help everything go as smoothly as possible, we thank you for understanding and accepting our financial policy.

Please let us know if you have any questions or concerns.

Patient Name: _____

Patient/Guardian Signature: _____ Date: _____

PAYMENTS MADE EASY

Pay Online: You can make payments online through our website by going to sw-dentistry.com and clicking Patient Portal. From there, you have the option to create an account or make a one-time payment without creating an account. To create an account, use the email you provided to us. If you are having trouble accessing your account online, please contact our office.

Pay by Phone: Please call our office and we can take a credit card payment over the phone.

Pay by Mail: Send us a check or provide your credit card information on the statement and mail back to us.