

STONEGATE PARK DENTISTRY

Elias R Gutierrez DDS, PLLC

FINANCIAL POLICY

It is our hope that you will understand that our credit and collection policies are a necessary part of assuring the financial resources required to maintain this vital health care service for our patients and the community.

Full payment is due at the time services are rendered. If you have insurance, a co-pay will be due at the time of service. This is the portion the insurance does not cover. Any remaining balances after the insurance pays will be due upon receipt of a statement from our office.

**If payment is not received after first billing cycle, there will be an additional \$ 5.00 fee
Per any additional statement that is mailed.**

Our office will assist in the filing of your insurance claims for you. If we are unable to verify coverage, you will be responsible for your bill on the day of service.

We will do all we can to help you get the benefits you are entitled to, through your insurance company. **However, your insurance is a contract between you and your employer, and if a problem arises with payment from your insurance company, you are responsible for your balance after 60 days.**

If it becomes necessary to send this account to an outside source for collection purposes you will be responsible for cost of all collection fees.

There will be failed appointment fee charge for appointments cancelled or broken without 24 hours advance notice.

I have read and understand the above statement.

Responsible Party Signature _____ Date _____