

BIGHORN FAMILY DENTAL
2105 Bighorn Rd. Suite 200
Ft. Collins, CO 80525

We would like to take this time to welcome you to our office and explain how our billing service works.

PATIENTS WITHOUT INSURANCE COVERAGE

If you do not have dental coverage we do expect payment in full at the time of service. We accept Visa, MasterCard, Discover, checks, and of course cash. If you are not prepared to pay in full today please speak with a business assistant at the front desk before seeing the dentist.

PATIENTS WITH DENTAL INSURANCE

If you are fortunate enough to have dental insurance coverage, we will be happy to bill the insurance company for you. We do expect the patient to take full responsibility for their insurance company's actions and know what your benefits are. We, unfortunately, do not know what your insurance plan's benefits are. We can only estimate.

We bill your insurance company as a courtesy to you. The only time you are asked to pay out of your pocket is when the insurance company is estimated to cover less than 100%. When this occurs, you are expected to pay your estimated portion at the time of service. If your insurance does not cover what we expect them to pay—you are responsible for the remaining balance.

If you would like your recommended treatment to be pre-authorized, please ask one of the business assistants at the front desk. We do not automatically pre-authorize any treatment.

A minimum charge will be made for failed or canceled appointments without prior notification of 24 hours. This fee covers only a portion of the overhead such as salaries, electric, etc. which still has to be paid whether you are present or not. Once an appointment is made, please remember this time has been reserved for you.

All accounts are due in 30 days. 1 ½% interest on unpaid balance (18% annual rate).

If you have any questions not answered in this letter please ask the front desk, we are always happy to help you in any way we can.

Patient signature

Date

Witness Signature