

Otay Lakes Dental Care
Vivian Cavan, D.M.D, Inc.

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PAYMENT AND COLLECTION POLICIES

As a courtesy to you we do accept assignment of benefit payments from most insurance companies. This is an estimate based on limited information obtained from your insurance company. The amount of your insurance company's payment is determined by the level of coverage purchased for you by your employer. Please remember that your dental insurance is your responsibility. While we are happy to help you with the claims submissions, we can make no guarantee about insurance payment. We allow 60 days for insurance company to make payment. After this time all inquiries and follow up become your responsibility. No finance charges will be applied if all balances are paid in full within 60 days of date of service.

There is a \$25.00 charge for returned checks. Any additional charges that may occur during collection of unpaid fees by the patient, involving collection agencies, banks, and lawyers, is the sole responsibility of the patient.

Signature of Person Financially responsible _____ Date _____

Financial Administrator Signature _____ Date _____

