

**Deric A. Lembree, D.D.S., P.L.C.**  
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## Financial Policy

Welcome to our practice! Thank you for making us your choice and joining us in caring for your dental health. As a team, we emphasize preventive dentistry, using the most up to date techniques to help maximize your opportunity to protect and keep your teeth for a lifetime. Our goal is to help you look and feel your best through excellent dental care.

Following are some of our basic office policies that will allow us to serve you better. Please take a moment to look them over and be sure to ask any one of our team members if you have any question or if there is something that you don't understand. We are here for you.

### Appointments:

We are booked several weeks ahead. We have a wait list for patients that require "as soon as possible appointments" with both Dr. Lembree and our hygienist. With that in mind, unless we are notified at least 24 hours in advance, our policy is to charge \$30 for missed appointments. Even appointment cancellations left on our answering service are held to this strict policy. This courtesy allows us to give the appointment to other patients that must get in "as soon as possible". In addition and for your information these "missed appointment fees" are not covered by any insurance plan.

### Payment Methods:

At each visit you will be asked to pay your estimated portion of your visit, if you have insurance. If you do not have insurance, payment in full is expected. The person receiving treatment or a person bringing a minor child in for treatment will be responsible for payment of all services. We accept, cash, checks and major credit cards. You may ask for an **estimate** of services to be provided. Our office coordinator is available to you to answer any questions, provide you with an **estimate**, and to go over your bill with you.

### Insurance:

It is impossible for us to know all insurance plans and the coverage that they will provide. Benefits can only be determined by your insurance company once they receive the claim. **An insurance policy is a contract between you, your employer and the insurance company.** However, if you provide us with your complete insurance information, we will be happy to submit your dental claim for you. Any insurance claim not paid, for any reason, within 90 days for the date of service will become the patient's responsibility. **All balances older than 90 days (for any reason) will become the patient's responsibility.** Any charges incurred to collect old debts will be the responsibility of the patient.

Again, welcome to our practice. We are excited to be in this partnership with you and your family to create the best smile possible.

Dr. Lembree & Staff