



Phone# (208)773-5121 Fax# (208)777-9484
www.optimadentalcare.com

Welcome

We are so glad that you have chosen us to care for your dental health. We will do everything possible to ensure that you have the most comfortable and superior dental care. We would like you to review and understand the following policies. If you have any questions regarding these policies, please don't hesitate to ask.

Payment Policy

In order to keep our fees to you as low as possible, we require your payment in full, or the portion that we estimate will not be covered by your insurance, at the time of your dental visit. We accept cash, check or credit cards. We also offer outside billing for your dental care through Care Credit. If you wish to utilize these services, please request an application form. This application must be submitted and approved prior to your dental care visit.

Insurance Policy

If you have dental insurance that will assist you with your dental care, we will be happy to file your dental claims, provided payment is received from them within 60 days. We ask that you familiarize yourself with your insurance benefits and provide us with any changes to your policy as soon as they occur. Please remember that your insurance is a contract between you, your employer and the insurance company. Not all services are covered benefits. You are ultimately responsible for the total amount of your dental fees and you may receive an additional billing after your insurance has paid.

Collection Policy

If an account remains unpaid after several attempts to collect have been made, a \$50 collection fee will be added to the balance and the account will be turned over to a collection agency. The outstanding debt will be reported to TRW, a national credit rating service. You will be responsible for any additional fees that are incurred.

Dental Radiograph Policy

In order for our doctors to accurately diagnose treatment, we take a full mouth set of x-rays every five years on adults. We will take subsequent checkup x-rays once a year and a panoramic x-ray every three years to screen for oral cancer. For children under 18 years old, we take 7 check-up x-rays every 6 months because of their quickly changing mouths. They will also get a panoramic x-ray every three years. Your dental insurance does not always cover x-rays at this frequency. You will be responsible for what they do not cover.

Cancellation Policy

We kindly request a *minimum of 48 hours' notice* if you are unable to keep the appointment time that has been reserved for you. Sufficient notification will allow us time to provide you another appointment to ensure that you get the time that you prefer, and allows us time to invite another patient in for their dental care. We realize that emergencies do occur however, and we will be flexible under those circumstances. *Otherwise, a missed appointment fee of \$50.00 will be applied*

I fully understand and agree to abide by the above office policies.

Signature: _____ Date: _____

Patient / Parent or Legal Guardian