

Armando A. Battista D.D.S., P.C.
541 North State Road
Briarcliff Manor, NY 10510

OFFICE FINANCIAL POLICY

This statement is to inform you of our financial policy. We are committed to providing you with the highest quality dental care using only the best material and technology available in the market today. We are also committed to providing you with up-to-date information and educational tools so that you may fully participate in maintaining optimum oral health. Our financial policy is intended to facilitate excellent service to you while minimizing our administrative costs.

All charges you incur are your responsibility regardless of your insurance coverage. We must emphasize that as your dental care provider, our relationship is with you, our patient, not with your insurance company. Your insurance policy is a contract between you, your employer, and your insurance company. Our office is not a party to that contract.

Payment in full is due at the time service is provided. Our office accepts cash, personal checks, MasterCard, Visa, American Express, and Discover. Outside financing is available through CareCredit and Dental Fee Plan upon request and approval.

As a courtesy to you we will help you process all your insurance claims and the insurance check will be directly sent to you. In order for our office to file your insurance claim, you must bring a completed dental insurance form or proof of insurance at each appointment.

Returned checks and balances older than 60 days may be subject to collection fees and finance charges at a rate of 1.5% per month (18% annually). Additionally, our office will charge you for broken appointments and appointments cancelled without 48 hour advance notice.

If you have any questions regarding our financial policy, please ask. We are committed to providing you with the most positive experience in dental care.

Print Name

Signature

Date