

Dr. Jon Paul Van Regenmorter

OFFICE POLICY

Welcome to our office, it is our pleasure to serve your dental needs. We are a full functioning dental practice staffed by a Doctor of Dentistry, two assistants as well as three hygienists. Please note that your time is important to us. Procedures and appointments are scheduled in time blocks to fit your individual needs and we offer extended hours for unique situations.

* Please have your insurance information available for each visit, and inform us of any changes in your personal or medical data.

*Allow us 24 hour notice of a cancellation.

*If you are late, you may be asked to reschedule your appointment.

*Our appointment policy allows only 2 no shows or failed appointments, you'll be subject to a \$25.00 fee or will not be scheduled with our office again.

*In order for you to receive the best care it is mandatory that you meet hygiene standards of once every six months or two visits per calendar year. We will schedule your recall appointments before you leave the office.

*We offer a courtesy call the evening before your scheduled appointment, if your phone is blocked or we are unable to leave a message at the number provided to us, you are responsible for your appointment

**Co-payments and deductibles are to be collected at time of visit.

PLEASE NOTE THE FOLLOWING

*Bridges, crowns, partials and implants must be paid in full upon insertion.

*Bleaching and other cosmetic procedures not covered by insurance must be paid in full upon completion.

I UNDERSTAND THE ABOVE STATEMENT

PLEASE SIGN HERE (a copy will be furnished for your records upon request)