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Office Policy

We feel the best service is based on a frank and friendly understanding between patient and doctor. Accordingly, we have prepared this information sheet to acquaint you with our office policy.

FEE

Our fees for treatment are based on our time, skill and judgment in rendering you an excellent result.

It is the policy of this office after examination and diagnosis, to make an estimate of the dentistry to be performed. This will enable you as a patient to know exactly what work is planned and what your financial responsibility will be. Your fee for treatment covers a multitude of services that will be explained to you in detail by the doctor. It is necessary to make definite financial arrangements before any therapy begins. These arrangements will be made with our Business Manager and method of payment cannot be changed unless previously discussed with her. If you should have any questions at any time about your fee, please call our office.

INSURANCE CLAIMS

We are pleased that many of our patients have the advantage of dental insurance to supplement the cost of their dentistry. The patient, however, has full responsibility for the payment of the fee according to the established policy of this office. **THE PATIENT IS RESPONSIBLE FOR THEIR PORTION OF THE FEE THE INSURANCE COMPANY DOES NOT PAY AT THE TIME THAT THE SERVICES ARE RENDERED.** Financial arrangements must be made before the commencement of treatment and must provide for the completion of payment by the time treatment is completed.

Please realize that we are treating you, not your insurance company. The fee is an obligation that you have with us. The insurance claim is between YOU and YOUR insurance company. We will be happy, however, to assist you in completing your insurance forms. If desired, our office will also contact your insurance company for a pre-determination of those benefits covered. Should a question or a problem arise concerning the amount to be paid by the insurance carrier for a particular service, it must be handled directly between the patient and his carrier. We will, of course, provide any pertinent information for the carrier.

To our patients without dental insurance, payment for services is due at the time services are rendered unless financial arrangements have been made prior to the treatment.

Our fees are the same regardless of whether the patient is covered by insurance or not.

APPOINTMENTS

The time for your appointment is reserved for you. This is done so that prompt, efficient treatment can be provided for you. **If unable to keep your appointment, a 48-hour notice is required** so that arrangements can be made for another patient to use this time.

ORAL HYGIENE

Personal oral hygiene is the single most important factor in keeping your teeth and gums in good health. We will spend much time showing you how and why to clean your mouth. It is up to you to cooperate with us in doing what is necessary to keep your mouth in good health. Your oral hygiene ability will be evaluated at each appointment. Please do your best.

PREVENTIVE TREATMENT

After you have healed properly and we are satisfied with the result, you will be placed on our preventive **periodontal supportive therapy or maintenance program**.

The interval between appointments will vary according to your personal oral hygiene and maintenance of good oral health.

WHY DO I NEED MAINTENANCE THERAPY?

Because periodontal disease can easily recur, it is absolutely necessary that you follow a closely supervised, systematic program of continued therapy. If you don't, all the good that has been accomplished to this point can be lost. In fact, clinical research indicates that this may be the most important aspect of your treatment.

WHAT IS INVOLVED?

Maintenance therapy consists of three parts:

1. You will have your gums, bone and teeth examined and have a periodontal cleaning to remove all plaque and tartar by the periodontal hygienist.
2. You will be examined at a designated interval by the periodontist to assure that the periodontal condition is maintaining or to perform additional treatment if problems are noted.
3. You will have to see your general dentist at a regular interval so that he may check for cavities and other dental needs. A recommendation could be made by the periodontist to rotate cleanings with the general dentist once it is determined that the periodontal condition is stable.

All aspects of your therapy are extremely important and can mean the difference between success and failure. For example, routine cleanings alone can rarely substitute for the special maintenance treatment you need.

WHAT HAPPENS AT THE MAINTENANCE TREATMENTS?

Under the guidance of the doctor, our periodontally-trained dental hygienist will:

1. Evaluate the health of your gum tissues and check for any signs of the disease returning.
2. Compare current findings with previous records and update all information.
3. Evaluate your personal plaque control procedures and offer suggestions to improve their effectiveness.
4. Remove deposits, roughness and stain from the root surfaces above and below the gum line.
5. Apply medications to reduce root sensitivity.
 6. Periodically evaluate your general health, medications, diet and any other facts that may affect your periodontal health.
7. Clean and examine your biteguard (if you have one).
8. Perform a screening examination for oral cancer and any other oral pathology.