

OFFICE GUIDELINES

- There will be absolutely no charge if you need to change or cancel an appointment as long as you provide us with at least a 24 business hours' notice. After that time a \$25 cancellation fee will be charged.
- Payment is expected at the time of service. We offer a number of payment options and will do our best to find one that is comfortable for you prior to service being rendered.
- If you have NEW INSURANCE please inform us prior to your appointment we are not able to obtain insurance benefits at the time of your appointment.
- Insurance payments that are mailed to the subscriber will have a courtesy waiting period of 30 days, after that time finance charges will incur and future payments will be expected at time of visit.
- If you have insurance, we will estimate your benefits. Please keep in mind that this is only an estimate.
- No eating or drinking in the office space; many of our patients are on special diets or have severe allergies.
- For the comfort of your child, treatment for younger children and those requiring nitrous oxide sedation will be performed weekday mornings.
- Thank you for sharing your children with us and allowing us to take care of their dental needs.

Dawn M. Forbes, DDS

Specialty Permit # 5183

I have read and understand the current office policies.

Signature: _____ Date _____

We would like to send a thank you whenever a new smile is referred to our office

Please tell us how you found our office?

Insurance Provider / Internet / Radio / Sign / School Presentation / Other



732-297-5200

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