

Stephen L. Vickers, DDS
13810 Champion Forest Dr., Suite 204
Houston, Texas 77069
Phone 281-440-1200 Fax 281-440-3578

Patient Acknowledgement

Welcome! We value our patients and their dental health is our primary concern. Each patient is treated on an individual basis. Today you will be asked to complete a medical history for Dr. Vickers to review. As a new patient, the assistant will take diagnostic radiographs and Dr. Vickers may request that models be taken. Dr. Vickers will do a thorough intra and extra oral examination and discuss your treatment options with you. A treatment plan will then be developed for you addressing your dental needs. Depending on the complexity of your treatment plan, you may be asked to return for another visit for Dr. Vickers to explain your choices for treatment and the estimated cost of the treatment. We appreciate you choosing our office for your dental needs. It is our goal to make you as comfortable as possible, therefore we have outlined our available financial payment options and general information for your convenience.

Appointments

Time is reserved with Dr. Vickers or the hygienist for each appointment. We require a 24 hour advance notice if you are unable to keep your scheduled appointment. Cancellations and missed appointments without 24 hour advance notice will be charged \$50.00. Appointments for treatment require a 50% deposit.

Saturday Appointments

Saturday appointments require a credit card on file. Saturday appointments for treatment require payment in advance. We must have a 72 hour cancellation notice or you will be charged a \$75 cancellation fee to your credit card, no exceptions.

Insurance

Dental insurance is a highly complex subject and can create confusion for many patients. The dental benefits that you receive are based on the terms negotiated between your employer and the dental insurance company, not our dental office. We will verify that your insurance is current and in effect. If the insurance company will assign the benefit directly to Dr. Vickers, we will file and accept the insurance as a courtesy. The patients out of pocket expense may be handled with one of the methods mentioned below. All insurance quotes are an estimate....there is no guarantee the insurance company will pay the amount estimated. After the claim has been submitted we will do as much as we can to assure that the claim is paid within a 30 day period. However, if after 30 days, the insurance has not paid Dr. Vickers, it will be the patient's responsibility to pay the open balance in full. There is an 18% interest charge on all accounts over 60 days past due. Should you have dual insurance we will be happy to assist you in filing both insurances, however the above financial rules apply.

Forms of payment

We accept cash, Visa, Mastercard, Discover, American Express, debit cards, and Care Credit.

I have read and I understand the Patient Acknowledgement and I agree to the above policies.

Patient Signature: _____ **Date:** _____