

Welcome to Bal Dental Centre
Dr. Gus Bal and Staff

Please take a few moments to read over our office policy.

We would like to thank you for choosing our office for your dental needs. We believe in making our patients feel comfortable, relaxed, and at ease while being in our dental office. We will certainly do our best to assess any dental problems that may concern you. Please let us know if you have any special concerns or needs that can make your visit with us as "stress-free" as possible. Our office is completely updated and equipped with digital radiography (xrays) which delivers 80% less radiation.

Please note:

Our fees are based on the current year fee guide which is set by the "Ontario Dental Association"

Any appointments you schedule are reserved exclusively for you. We do require 48 hours (2 business days), if you need to reschedule or cancel your appointment. A \$45 charge is applied for a missed appointment or any short notice cancellation. As a courtesy to you we provide a week and day before call, we require that these calls be returned confirming your appointment.

*If you have **Dental Insurance** coverage, It is your responsibility as the patient to know exactly what your dental plan covers. You (as the patient) are responsible for understanding your dental plan. This includes services eligible for dental treatment, limitations, total cost reimbursement, and portions payable by you.*

Our office is equipped with dental "Electronic Processing" for dental submissions. There are however a limited few dental plans that still do not accept this mode of transmission. Manual claim forms may be necessary. It is your responsibility as the patient, for paying for the treatment.

Direct payment from the insurance company (Assignment of Benefits):

*As long as YOUR insurance plans allows assignment of benefits, this can be arranged for you. It is requested that you provide the office with the appropriate insurance information. **ANY AMOUNT NOT COVERED BY YOUR INSURANCE PLAN IS ALSO YOUR RESPONSIBILITY.***

Payments: Accepted forms of payment are VISA, M/C, DEBIT, CASH.

Thank you,

Dr. Gus Bal

Patients Signature _____ Date _____