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CHESTNUT HILL
DENTAL

ph: 215.242.6404
email: contact@chestnuthilldental.org
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Dear New Patient,

Thank you for choosing **Chestnut Hill Dental** for your care. You have an appointment with

on

PLEASE BE SURE TO FILL OUT AND BRING THE ENCLOSED FORMS. This will reduce any waiting time. Please expect your first visit to take 90 minutes. All new patient visits and consultations include an exam by the dentist.

OLD DENTAL RECORDS: If you have any dental records, x-rays or reports, please bring copies of these with you or have them forwarded to our office. If you wish to keep copies of your records, be sure to make copies before you visit. Our staff cannot make copies for you.

INSURANCE: Please be advised that our dental office chooses not to work for insurance companies. As a courtesy to our patients we will submit your claim. However, the patient is responsible for whatever the insurance company does not cover. It is the patient's responsibility to check with their insurance company to see what coverage they have for an Out Of Network provider.

CANCELLATION NO-SHOW FEE: There will be a charge for any person who does not cancel at least 24 hours in advance of his/her appointment time. Monday appointments must be cancelled by 2pm the previous Friday. If you must cancel or re-schedule your appointment, please call us at 215.242.6404 at least 24 hours prior to your visit to let us know.

PAYMENT: Payment for all dental work is due at the time of service. We are able to provide our patients with an estimate of insurance coverage and will collect the difference at the time of service. We accept Visa, Mastercard, American Express, Discover, cash, and personal checks and will provide receipts for all transactions. Should there be a remaining balance, an invoice will be mailed to you. If you are concerned about payment at the time of service, please call to speak with an office manager. Should you need a large amount of dental work, a payment plan can be arranged.

We look forward to meeting with you and participating in your care. For more information about our practice, visit chestnuthilldental.org or "Like" us on Facebook.

Please initial & date to ensure you read and understand the above:

Sincerely,

Chestnut Hill Dental

(rev – 1.8.20)