

**Landmark Dental Center  
Dr. Tara Scallion, D.D.S.**

**Financial Policy**

All charges are to be paid in full on day of service. If you have insurance, we only **estimate** what your portion will be after your insurance pays. This is only an **educated guess**, because all plans are different. Your insurance coverage is a contract between you and your insurance carrier. If your insurance has not paid us in 45 days, you will be billed for the total amount. We will not become involved in disputes between you and your insurance company regarding deductibles, co-payments, covered charges, secondary insurance, etc. You are responsible for any balance not covered by insurance, including any late fees. **By signing below, you authorize your insurance to assign benefits to Dr. Tara Scallion directly.** If financing is needed, please ask us about Care Credit.

**Collections**

In the event your account is turned over for collection, you will be responsible for the balance of your account, plus any and all fees charged by the collection agency.

**Cancellation Policy**

**24 hour notice for rescheduling or cancellation of appointment is required; otherwise a \$25 fee will be placed on your account. This must be paid prior to making any future appointments. Our answering machine is on for after hour messages. After 3 missed appointments in 5 years, you will be dismissed as a patient from our office. We will refer you to another dentist for treatment.**

**X-ray and Medical Information Release**

By signing below you authorize Dr. Tara Scallion and Landmark Dental Center to furnish any medical records, x-rays, and information necessary to other caregiver offices regarding your dental or medical health.

**Pain Medication**

Dr. Tara Scallion **will not** give any narcotic pain medication unless you have had a **root canal or extraction**. If you are having a toothache, antibiotics will be given. After this infection has subsided, the pain will subside. Please take over the counter pain medication, such as Advil (Ibuprofen) or Tylenol (Acetaminophen) for pain relief.

**Privacy Policy**

We ask that only patients being seen be allowed back to the treatment rooms. This is to ensure the privacy of the other patients being seen in other rooms. Additionally, there is limited space in the treatment rooms and if you stand in the hallway, other patients will have to pass by you to go to their room, thus violating their right to privacy.

**Parents of Children**

Parents, please be advised, Dr. Scallion will not force your child to do anything they do not want to do. She will not hold them down, cover their mouth, or raise her voice at them. **She will, however, administer a dose of nitrous oxide for every patient under 18, at an additional cost of \$40.00, not usually covered by insurance.** This allows for patient comfort and cooperativeness. It is completely safe and will make for a much better visit for a child. If your child is not cooperative or becomes upset, we will come get you. If your child is still not willing to cooperate, he/she will be referred to a pediatric dentist.

**HIPAA**

A full copy of the HIPAA regulations is available upon request. By signing below, you agree that you have reviewed these policies or have chosen not to review them.

Signature \_\_\_\_\_ Date \_\_\_\_\_

(Copy available upon request)