



Dr. Natalia N. Antley D.D.S.
2329 Devine St. Suite 2 Columbia, SC 29205 P: 803-799-3368

Financial and Appointment Policy

Fees

Our office strives to be transparent with the fees for our services. We will often review the fees prior to starting dental treatment. **Payment is due at the time services are rendered. The patient or legal guardian is responsible for the balance for services rendered.**

We accept cash, check, and all major credit cards. We also offer financing through Care Credit. There will be a \$40 fee applied to your account if a check is returned.

Insurance

If you have dental insurance, our office will file your insurance claim and require you to pay your estimated portion as services are rendered. **Please remember that the contract is between you and your insurance company, and your total balance due in our office is always your responsibility.** If for any reason there is a balance remaining after your insurance company's payment, you will be sent a statement. Disputes regarding reimbursement are between you and your insurance carrier, but we will be happy to assist you as best we can.

Appointments

Your appointment is a time we have reserved specifically for your dental treatment. If you are unable to keep your appointment, **we require 24 hour notice of the cancellation.** You may contact us after hours by leaving a voicemail at our office phone number 803-799-3368 or by e-mail at office@carolinadentistrysc.com. Inadequate notice will render the appointment broken and we will issue a broken appointment fee. The first broken appointment is forgiven, the second initiates a \$50 fee, the third initiates a \$75 fee, and at the fourth occurrence you will be dismissed from the practice.

"I have read and understand the office guidelines regarding fees, insurance and broken appointments as are stated above."

Signature of Patient or Parent/Guardian

Date