

## **Practice Guidelines**

Our goal is to participate in helping you restore your dental health and keep an attractive smile by working with your dentist and becoming a part of your dental professional team.

Your initial appointment will provide you an outline of the periodontal and/or implant treatment recommended by your dentist to aid in restoring your dental health. Once you have completed your examination with us we will review the treatment plan and anticipated treatment fees with you.

## **Financial Policy**

We accept Visa, MasterCard, Debit, personal checks and cash. In addition six and twelve month no interest financing is available as well as extended payment plans through Lending Club ([www.lendingclub.com](http://www.lendingclub.com))

As a courtesy to you, our patient, we will submit your claim for services to your insurance carrier. We will assist you in obtaining an estimate of your plan's benefits for the recommended periodontal/implant treatment. Please be aware that the final determination of benefits will be decided by your insurance carrier based on your plan's provisions. Your estimated financial responsibility is due at the time of the exam/procedure. If your dental plan pays less than expected, we will provide a statement with the balance due.

## **Notice of Privacy Practices**

We will keep a record of the health care services we provide for you. We will not disclose your record to others unless you direct us to do so or unless the law authorizes or compels us to do so. Our Notice of Privacy Practices describes in more detail how your health information may be used and disclosed, and how you can access your information. Please advise us if you would like a copy.

## **To Change an Appointment:**

We understand emergencies and illnesses happen unexpectedly, however, to reduce last minute changes in our schedule we ask that you please provide our office with three business notice if you are unable to keep your appointment to avoid being charged a fee - \$50.00 per hour for exam or hygiene appointments and \$200.00 per hour for a surgical appointment.

Thank you for visiting our office. We look forward to working with you and your general dentist in providing you comprehensive periodontal and implant care.

MK Periodontics & Implants  
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H. Todd Su, DDS, MSD  
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Diplomats of the American Board of Periodontology