



Jacques Williams, DDS
8415 Campbellton St.
Douglasville, GA 30134
ph. 770-942-4899

INSURANCE INSTRUCTION

Dr. Williams and staff are pleased to welcome you to our practice. We look forward to providing you and your family with all your general, preventative and cosmetic dental care.

IMPORTANT -Please read the following insurance instructions completely.

We will file our insurance claim(s) as a courtesy to you. Professional services are rendered and charged to you, not the insurance company. Please understand that the contract is your responsibility. We do not determine the amount of coverage you will receive; this is done by your insurance company. Any questions you may have concerning your insurance benefits should be directed to your insurance representative. We will be happy to submit your claim for you.

At the time of service, we will call your insurance company and get an "estimated payment" for the services rendered. The "estimated" portion that the insurance company does not pay is requested at the time of service in full. After your insurance pays, you will be billed for the amount that differs from the estimate that was made at the time of the service. This billed amount will be paid by you within 10 days. Should the insurance pay more than was anticipated, we will issue a refund check to you or credit card account for future services.

For all patients not of record to our practice, we do not accept assignment of insurance for emergency / limited oral examinations and for charges less than \$200.00.

FINANCIAL ARRANGEMENTS

We accept cash, checks (but not counter checks, please), Visa and MasterCard. If you have any questions regarding your account, please do not hesitate to ask!

I HAVE READ AND UNDERSTOOD THE STATEMENTS OUTLINED ABOVE.

SIGNED: _____ DATE _____

PRINT NAME: _____