

Welcome and thank you for choosing Norman Family Dentistry! We would like to take this opportunity to introduce you to our practice and to offer assistance in making your visit a comfortable one. The initial visit for an adult will take approximately 90 minutes. Children and teens should plan on approximately 40 minutes. Please bring a photo ID and any insurance cards with you. The Federal Trade Commission now mandates that all adult patients present a valid photo ID in hopes of preventing identity theft.

New Patient Forms:

We will need a registration form, a medical history and a HIPPA form from you. These forms are either enclosed or you have indicated that you will print them from our website which is www.nfdentistry.com Please **BRING COMPLETED FORMS** with you to save time at your initial visit appointment.

Financial Policy:

Norman Family Dentistry will gladly file dental insurance claims for all of your visits to our office. It is not the responsibility of Norman Family Dentistry to know your insurance carrier benefits. If there is a deductible or co-payment due from you, it is expected at the time of service. After 90 days, any portions not paid by your insurance provider become your responsibility. We accept cash, check, debit card, credit card, or CareCredit. A \$10.00 statement processing fee and 1½% monthly interest charge will be assessed to accounts after the first billing cycle.

Minor Children of divorced parents are the legal responsibility of both parents. Because Norman Family Dentistry will not become engaged in a dispute for payment of services, the parent who consents to treatment will be legally responsible for payment of any services provided to a minor child.

Appointments and Cancellation Policy:

Norman Family Dentistry makes every attempt to schedule your appointments at times that are most convenient for you. We are open at 7:30am every morning and stay open late two evenings a week and we strive to stay on schedule. There may be times when our practice experiences delays because of emergencies or the discovery of a more serious problem that requires immediate attention. Rest assured that we are making every effort to honor your time and give you the attention you need.

Norman Family Dentistry asks that if you cannot keep your appointment time that you give us 24 hour notice of cancellation. In the event of a no show or same day cancellation, a \$25.00 broken appointment fee may be assessed.

Treatment Estimates

Before any treatment is initiated, we consult with our patients to ensure there is full understanding of the need for treatment, the procedure by which treatment will be rendered, and the estimated cost of the treatment. Just as with any health condition, the discovery of a more substantial problem during a procedure can alter the recommended course of action. We will always keep you apprised of any changes necessary, your options in procedure, and how they affect the cost of treatment.

Thank you for choosing Norman Family Dentistry to take care of all your dental health care needs.

We strive to be perceptive and sensitive to the feelings of our patients at all times; to be empathetic and sympathetic to their physical and emotional needs. Above all, we strive to give each patient the best quality dental care in every possible respect, constantly updating our knowledge and methodology.

We look forward to being your dentist and your friend.
The Team of Norman Family Dentistry