



I, authorize **Ladner Dental Clinic** to keep my signature on file *and* to securely vault my credit card with a third party, and to thereby charge my **MasterCard** or **Visa account** (check one) for treatment rendered at time of service. Our office does not keep your credit card information on file. Any balance that may occur due to shortages in coverage will be automatically charged, up to \$100. I will be notified of anything above \$100 for approval.

I understand that this authorization will remain in effect until cancelled.

I am aware that if I decline, I will be responsible to pay for my services in full at time of service and I will deal directly with my insurance company for possible reimbursement, if applicable.

Signature: _____

Date:

How will billing and insurance paperwork work be handled?

Patients may pay for services when they are delivered and then collect on their own from their insurance company.

We can help you submit the proper forms but collecting is the responsibility of the patient. We accept credit card, debit, or e-transfer. We are no longer able to accept cash or cheques. This option does not require storage of credit card information.

Alternatively, patients can ask us to bill your insurance company directly. However, we will collect your patient portion of the fee for services to be paid at the time of treatment but **require vaulting of your credit card** so any insurance shortages that occur may be billed to it by us.

Your card will be encrypted and kept securely vaulted by a third party. (We do not keep credit card information on file at Ladner Dental.) To be clear, with this option any remaining portion for services not covered by your insurance will be processed using the Virtual Terminal to a maximum of \$100. We will notify you of a charge if the amount is over \$100 for your authorization.

Insurance policies are a contract between patients and their insurance provider. We can attempt to determine what your coverage is but there is no way to be 100% accurate. The best person to check and understand is you as every insurance company is different.

Thank you for your understanding.