



3755 E. 33<sup>rd</sup> St  
Des Moines, Iowa 50317  
Office: 515-422-9888  
Fax: 515-265-8641

## Scheduling Agreement

When we book your appointment, we are setting aside a dedicated chair and time slot just for you. We only ask that if you must reschedule your appointment, you please provide us with *at least 24 hours'* notice. This courtesy makes it possible to give your reserved time to another patient. Please note we will send you appointment reminders starting one week from your scheduled time.

Because of the demand for dental appointments here at Brady Dental Care, we have found it necessary to adopt the following policy regarding broken appointments. This is intended to ensure that valuable appointments are used as effectively as possible.

Patients that have two broken appointments in a 12-month period will be charged a sterilization fee of \$35. This fee covers the cost of us re-sterilizing the room and instruments that we had prepared for you. An appointment is considered broken when (1) you do not show up for a scheduled appointment, (2) you arrive more than 15 minutes late, or (3) you cancel the appointment with less than 24 hours' notice.

## Financial Agreement

Please bring your insurance card to every visit so we can make sure we have the most recent information in your account. We will submit your claims to your insurance, but ultimately any balance will be your responsibility to pay in a timely manner.

Your **estimated** copayment for treatment, which is the amount not covered by your insurance, is due **at the time treatment is provided.** This also means that if you do not have dental insurance, we ask that you pay for your services the day of your visit.

Our office accepts cash, checks, Mastercard, Visa, Discover and CareCredit.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_