

## Policies for our Patients with Medicaid

Child's Name \_\_\_\_\_

Parent's Name \_\_\_\_\_

Welcome to our office!!

To make our time together more efficient and enjoyable, we have listed several office policies. Please read them carefully.

1. **Please be on time for your appointment.** If you are late, it makes everyone have to wait longer. If you are more than 10 minutes late, you risk cancellation of your appointment and inactivation of care.
2. **Please bring your current South Carolina Medicaid card to every visit.** We cannot treat your child without a current Medicaid card, no exceptions!
3. **Please inform us of any changes in your eligibility.** You will need to pay for your visit yourself if you are not eligible.
4. The amount of paperwork and office time to process Medicaid far exceeds that of other policies. The cost of us providing this service is also much higher. Because of this, our broken appointment policy is as follows:

**A BROKEN APPOINTMENT WILL RESULT IN INACTIVATION OF TREATMENT FROM OUR OFFICE, AND ANY OTHER FAMILY MEMBERS WITH MEDICAID.** We will provide emergency treatment for a period of 30 days. This will allow time for you to find another dentist.

**CANCELLING WITHIN A 24-HOUR PERIOD IS CONSIDERED A BROKEN APPOINTMENT AS WELL.**

These policies are for the benefit of everyone. If you have any questions, please ask our office team.

Thank you,  
Dr. Ann Bynum and Team

I have read and understand the above policies.

X \_\_\_\_\_ Date \_\_\_\_\_ Relationship to Child \_\_\_\_\_