



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?

To facilitate contactless payment as directed to do so by our Provincial Health Authority, we are now taking payment information over the phone. We will also give you an estimate.

**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. In the office, a UV disinfectant is used for your card.

Alternatively, patients can ask us to bill your insurance company directly. However, starting with June 9's urgent care appointments, 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. Thanks for your understanding. We continue to do our best to keep services accessible to you, especially during these challenging times. Let us know if you have a special situation. We try our best to help those in need.