

**KLEKAMP FAMILY DENTISTRY
OFFICE POLICIES**

If you will be late please call and tell us. If you are more than 15 minutes late you may be asked to reschedule your visit. Dr. Klekamp is respectful of your time and asks that you be respectful of his time and his other patient's time.

When scheduling an appointment please provide the nature of your problem, so we can schedule an appropriate amount of time for your visit.

Charges may be made for medical reports, medical records, no-shows and appointments cancelled without 24 hours advance notice.

The policy in our office is the parent who brings a minor in for treatment is the responsible party for all fees that are incurred.

Our office does not bill to medical insurance, and we do not accept Medicare or Medicaid. However, if you choose to file claims to a medical carrier, we will provide you with any supporting documentation that you need.

If you have questions regarding your account or your insurance, please contact our office. Many times, a simple telephone call will clear any misunderstandings.