





**John P. Bast DDS**

Welcome to the office of Dr. John P. Bast. We appreciate having you as a patient. This is a treatment consent form outlining our office procedures for your dental needs. Our office will provide professional treatment and the best available care for you. Please take a moment to read the following paragraph, and then sign below.

I authorize Dr. Fred Bast and his dental staff to take x-rays, diagnostic models, photographs and any other diagnostic aids to make a thorough diagnosis. I authorize Dr. Bast to perform treatment, medication, and therapy as necessary. I am fully responsible for all dental fees, which are payable at the time services are rendered. Should my account require finance charges or go to a collection agency, I agree to pay all the costs of collection and any finance charges.

**Fee and Payment Policy:** In an effort to keep dental costs down while maintaining a high level of professional care, we have established the following as our financial policy. Our fees may be paid as follows:

\_\_\_\_\_ 1. Prepayment by cash or check before the day of treatment and receive a 5% discount for Check or Cash or 2.5% for Credit Cards. Prepayment saves us time and the expense of billing. If you have dental insurance, we will offer this payment adjustment for your portion of the fee that is not covered by insurance.

\_\_\_\_\_ 2. Third party patient financing company through Care-credit (CareCredit.com)

\_\_\_\_\_ 3. Payment of estimated portion not covered by insurance on day of service by cash, check or credit card. If no insurance will be filed by our office, your portion will be due at time of service.

**Insurance:** If you have dental insurance, we will help you determine the coverage you have available. We ask that you assign your insurance benefits to this office. The balance will be arranged for you to pay as listed above. Professional care is provided to you, our patient, and not to an insurance company. The insurance company is ultimately responsible to the patient, and the patient is responsible to the doctor. We will help in every way we can, in filing your insurance claim and handling insurance questions from our office on your behalf.

**Cancellation Policy:** If unable to keep an appointment, 24-48 hour notice is required or a cancellation fee of \$100 per hour will be applied.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

University Dental Center  
John P. Bast, D.D.S., Inc.

**ACKNOWLEDGEMENT OF RECEIPT OF  
NOTICE OF PRIVACY PRACTICES**

**\*\*You May Refuse to Sign This Acknowledgement\*\***

I, \_\_\_\_\_, have received a copy of  
University Dental Center's Notice of Privacy Practices.

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**For Office Use Only**  
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We attempted to obtain written acknowledgement of receipt of our Notice of Privacy Practices, but  
acknowledgement could not be obtained because:

- Individual refused to sign
- Communications barriers prohibited obtaining the acknowledgement
- An emergency situation prevented us from obtaining acknowledgement
- Other (Please Specify)

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