

## **Practice Payment Policy**

- It is our practice policy to give patients full information about the cost of their dental work before any treatment is undertaken. A list and explanation of NHS charges and how we calculate our private fees is available as a leaflet in reception, displayed on the walls in reception, included in our new patient welcome pack and on our website (www.woodforddentalcare. co.uk).
- A written estimate and treatment plan will be emailed automatically for all extensive dental treatment or upon any request. If you would like a treatment plan please request one from your dentist who can easily email one from your notes.
- It may be necessary to amend your treatment plan and therefore costs may change. If this happens your dentist will ask how you wish to proceed.
- You may pay for your dental care by cash or credit/debit card. Contactless payments and Apple Pay are accepted.
- We try to make payment as straightforward as possible. Our normal policy is that patients are asked to pay on the day of completion of treatment. Where treatment is over two appointments, we will usually split the cost over the two visits.
- Payment may be made in stages if you are coming back for treatment, however the final balance must be paid off on the final day of your treatment.
- If a patient fails to pay for their dental treatment this will result in us referring the debt to our debt collectors Daniels Silverman Ltd. They will add their commission fees of 35% to your initial debt.