



Welcome from Dr. Cecilia Sorelle and team!

Thank you for trusting your dental health to us. We are committed to providing excellent care with compassion and ease. Our staff is made up of qualified professionals that work together as a team to bring you the highest quality treatment in a comfortable, relaxing environment. Your oral health is our top priority. We will do everything possible to earn your trust and confidence as a partner in maintaining your health and well-being.

Today you will receive a personalized dental health plan specifically for your needs. We will discuss your past dental health, current dental needs and how to achieve long lasting success with your dental health goals.

We have a few office policies to ensure a smooth and pleasant experience for all patients:

1. We aim to see all patients at their scheduled times. Please help us do this by **arriving 10 minutes prior to your appointment time.**
2. If you are unable to make an appointment please let us know 24 hours in advance. Unless a bona-fide emergency a **\$100 fee will be payable if you miss your appointment.** This is not covered by insurance.
3. **Treatment recommendations are based on your health, not your insurance.** We will discuss your options before any treatment.
4. We can submit insurance claims on your behalf, however **you are ultimately responsible for the total amount of the bill. Deductibles, coinsurance and copays are payable at the time of service.** If after 60 days we have not received the expected payment from insurance you will be contacted to settle the balance. Any balance older than 90 days will accrue interest at 1.5% per month from the date of service.
5. **Any service paid in advance in full by cash or check will receive a 5% discount.**

We are a growing practice and referrals matter. If you have loved your visit, please let others know!

Once again, thank you for selecting our practice. We are thrilled to have the opportunity to create a beautiful smile you love that shows your confidence and health.

Sincerely,

Dr. Cecilia Sorelle & Associates

I understand and agree to the office policies

\_\_\_\_\_  
Patient Signature

**Braces... only 20 weeks! [nycfastbraces.com](http://nycfastbraces.com)**

