



# PATIENT REGISTRATION

## Financial Policy

We are dedicated to providing the best possible care for you, and we want you to completely understand our financial policy.

Payment is due at the time of service unless arrangements have been made in advance by your insurance carrier. We accept personal checks, cash, visa and master card.

Keep in mind that your insurance policy is basically a contract between you and your insurance company. As a service to you, we will file your insurance claim if you assign the benefits to the doctor— in other words; you agree to have your insurance company pay the doctor directly. If your insurance company does not pay the practice within a reasonable period, we will have to look to you for payment. If we later receive a check from your insurer, we will refund any overpayment to you.

Any co-payment is due at the time of service. If we have to send a statement for co-payment there may be additional \$10 charge.

If you are insured by a plan that we do not have a prior arrangement with, we will prepare and send the claim for you on an unassigned basis. This means the insurer will send the payment directly to you. Therefore, our charges are due at the time of service.

Not all insurance plans cover all services. In the event your insurance plan determines a service to be “not covered”, you will be responsible for the complete charge. Payment is due upon receipt of a statement from our office.

If your account goes on collection, you will have 30 days to find a new health-care provider. During those 30 days we will direct you to the urgent care center for emergency care.

I have read and understand the practice’s financial policy and agree to be bound by its terms. I understand and agree that such terms may be amended by the practice from time to time.

Signature  Date   
Signature of patient or responsible party

Full Name of person signing

Relationship to patient if other then self