

## Financial Policy

Payment is expected as services are rendered. If you are covered by insurance, we expect deductibles and co-payments on the date of service.

For those patients who are covered by private insurance, we are happy to extend to you the courtesy of billing your insurance company for you.

However, in order to provide this service to you, we must have complete insurance information and confirmation of your coverage. It is your responsibility to fill out the necessary forms that give us all of the insurance information required. If this information is not provided to us in a timely manner, we will be unable to bill your insurance company for you and you will be expected to pay in full for services rendered.

After confirmation of your of your insurance coverage, you will be expected to meet your deductible and pay your percentage, if any that is not covered by your insurance. Anything not covered by your insurance is expected to be paid for at the time of service.

It is important for you to know that if we have not received payment from your insurance company within 60 days of billing them, the balance becomes your responsibility. The insurance agreement is between you and your insurance company, and you will be expected to deal with your insurance company directly if a problem should arise.

We expect all balances to be cleared in less than 60 days. Accordingly, there will be a service charge of 1.5% per month for all accounts with unpaid balances exceeding 60 days.

I fully understand that I will be charged \$125.00 per ½ hour of appointment time for cancellations without 48-hour (2-working days) notice or failing an appointment.

\_\_\_\_\_ (Initial)

Should this account become past due, I agree to pay any reasonable collection agency or legal fees necessary to collect on this account.

Signature \_\_\_\_\_ Date \_\_\_\_\_