

## Patient Financial Responsibility Policy

Patients are responsible for knowing which facility participates with their insurance carrier in regards to hospitals, outpatient tests, labs, radiology, etc.

### Purpose

To insure all “patient responsibility” balances are collected in a timely manner

### Policy

To collect all balances according to the following guidelines

### Rates

We must comply with our contract negotiated rates, so consequently our rates are fixed

### Co-pays

All co-pays are collected prior to each visit – if you are not able to provide your co-pay, your visit will be rescheduled

### Insurance

If your insurance does not cover 100%, you are responsible for paying the balance before each visit and prior to surgery

### Self-pay

All visits will require payment at the time services are rendered, and no surgery will be scheduled until financial arrangements have been made with our office

### Balances

Balances remaining after your insurance has processed your claim will be due in full after 30 days

### Collections

Any patient who has been placed in collections must pay in cash the prior balance owed, and the collection agency fee, before they will be seen again

### Payment Plan

Payment plans must be made in advance with the approval of the practice management

We will be happy to reschedule your appointment if you are unable to make the required payments at the time of your visit.