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## FINANCIAL POLICY OF MID-CITY OB-GYN, P.C.

Thank you for choosing Mid-City OB-GYN, P.C. The following is a statement of our Financial Policy. All patients must accept our Financial Policy before receiving treatment. Please understand that full payment of your bill is considered a part of your treatment.

**METHOD OF PAYMENT:** We accept cash, checks, and all major credit/debit cards. A payment plan may be arranged on an individual basis with the Financial Consultant in our office.

**REGARDING YOUR INSURANCE:** As a courtesy to you, we will submit medical claims to your insurance company. Any balance after processing of our claim by your carrier is your responsibility. Your insurance policy is a contract between you and your insurance company. We cannot bill your insurance company unless you give us your complete insurance information. Without complete insurance information you will be considered Self-Pay. Most insurance plans have a time limit to file claims, typically within 90 days of the original date of service. It is your responsibility to supply correct and accurate insurance information to Mid-City OB-GYN at the time of service to ensure all claims are filed correctly and within the timely filing deadlines. It is your responsibility to know your insurance benefits; your plan may not cover all of the services provided to you.

### DEFINITIONS

- **COPAYMENTS:** A fixed dollar amount set by your insurance contract that is to be paid at the time of an office visit. This amount is usually between \$10.00 and \$100.00.
- **DEDUCTIBLE:** An annual dollar amount established by your insurance plan that is deducted from insurance benefits. This amount is your obligation and must be paid prior to health care services.
- **CO-INSURANCE:** A percent set by your insurance plan that is deducted from insurance benefits. This percent usually ranges between 10% and 30% and is your obligation to pay.

**REGARDING INSURANCE PLANS** where we are a participating provider: All copays are due **PRIOR** to treatment.

**SELF-PAY PATIENTS:** Require \$250 down payment **PRIOR** to treatment. You may receive a 20% discount if Paid in Full the day of the appointment, with the understanding that charges may be pending from the lab or physician's dictation otherwise mentioned at the time of payment.

**COLLECTIONS:** We reserve the right to forward your account to a collection agency if it is determined to be uncollectible. Please note, should your balance be forwarded to a collection agency more than one time, we will not be able to continue your medical care and will transfer your records to a provider of your choice.

Signature implies receipt and understanding of our financial policy.

\_\_\_\_\_  
Patient or Responsible Party

\_\_\_\_\_  
Responsible Party Relationship to Patient

\_\_\_\_\_  
Date

For Practice Use Only:

Patient Name (Print) \_\_\_\_\_

Acct. # \_\_\_\_\_