



Financial Policy

Co payments: Any co payments, deductibles or co insurances required by an insurance company must be paid at time services are rendered.

Referrals: If your insurance company requires a referral and or preauthorization for any services ordered, it is your responsibility to contact our office to obtain that referral or pre authorization. Failing to do so may result in having to reschedule your appointment with a specialist or having to pay for services.

Monthly Statements: If you have a balance on your child's account, we will send you a statement. Payment is due upon receipt of that statement unless prior payment arrangements have been made with our office verbally and or in writing. You can mail your payment and pay by check, call our office to pay over the phone by credit card (Visa/Mastercard), or pay at our office.

Returned Checks: There is a \$35.00 fee for any checks returned by the bank.

Missed Appointment Fee: There is a \$25.00 missed appointment fee for patients who don't show up for a scheduled appointment or cancel with less than 24 hours notice. *Patients with three missed appointments will be asked to transfer to another physician.*

Forms: There is a \$10 fee for school forms and physical forms that need to be filled out and signed by the physician. There is a \$5.00 fee for an updated copy of each child's shot record and \$10.00 for a hard copy.

Walk Ins: We encourage you to call our office to schedule an appointment to assure there is availability. There is a walk in fee of \$25.00 per child if you do not call to schedule an appointment.

Prescriptions: If your child requires a prescription for a controlled substance and the prescription is ordered and not picked up there is a \$5.00 fee per prescription.

Past Due Accounts: If you account becomes past due, we will take necessary steps to collect this debt. If we have to refer your account to a collection agency, you are responsible for the outstanding balance due plus a 35% collection fee. You will also need to transfer your child to another physician if this occurs until balance/fees are paid in full.