



# MADELEINE C. WEISER MD, PC

Teuta Henci MD Alisa Hoffman MD

## FINANCIAL POLICY

Madeleine C. Weiser MD, PC is dedicated to providing our patients with the best possible care and services while keeping the costs to you from increasing at an unreasonable rate. We ask you help by understanding and cooperating with our financial policy as is written below.

### **INSURANCES**

We participate with several different insurance companies. Please check with your insurance company to see if we participate with your plan. If we DO participate with your insurance company, all services performed in our office will be submitted to them, unless we have received prior notification of non-covered services. **All copays and deductibles are the patient/guardian's responsibility and will be due at the time of service.**

If we do NOT participate with your insurance company, this means that we will not bill your insurance carrier AND we will not accept payment from them as payment in full for the services performed. We will provide you with an itemized bill so that you may submit the charges to your insurance company for reimbursement.

It is your responsibility to make sure that you provide us with your current insurance information. We will require you to present your insurance card at every visit. If we do not have current information you may be liable for the balance even if you were covered by insurance at the time of service.

IT IS IMPORTANT FOR YOU TO FULLY UNDERSTAND YOUR INSURANCE COVERAGE AND THIS CONTRACT THAT YOU OR YOUR EMPLOYER HAS WITH THE COMPANY. We must emphasize that as medical providers, our relationship is with you, not your insurance company. It is often necessary for you to inquire and explore your benefits with your insurance carrier. Due to the fact that we do accept a variety of insurances it is not possible for us to know all of your plan provisions. We will be happy to assist you with any questions that you have regarding non-covered services.

### **BILLING & PAYMENTS**

Our office accepts Visa, MasterCard, Discover, American Express, cash, and check. All payments are expected at the time of service. Any outstanding balances that are incurred as per your insurance company are due within 21 days of your billing statement. **IF A SECOND BILL HAS TO BE SENT FOR ANY OVERDUE BALANCES, A \$10.00 FEE WILL BE ASSESSED TO YOUR ACCOUNT.** Should your account be sent to a collection agency, you will be financially responsible for all collection and legal fees that our office incurs through the process utilized to collect the delinquent balance. **Medical services will not be provided until all outstanding balances are paid in full unless other arrangements have been made with our billing department.**

It is our office policy to charge the following fees that are not billed to your insurance.

\$20 – Returned Checks (Plus the full amount of the original check)    \$5 – Completed and Signed Medical Form  
\$35 – Sunday/Holiday Office Visits (In addition to your copay)    \$20 – Driver's License Physical  
\$20 – Appointments missed without 24 hour cancellation notice    \$35 – Ear Piercing  
\$15-\$40 (Depending on time spent) Phone Call to Physician, may/may not be covered by your insurance

**I HAVE READ AND FULLY UNDERSTAND THE FINANCIAL POLICY SET FORTH BY MADELEINE C. WEISER MD, PC AND I AGREE TO THE TERMS OF THE FINANCIAL POLICY.**

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Signature of Patient/Guardian

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Date