

Financial Policy

To: All Fayetteville Woman's Care Patients

The intent of this document is to inform you of Fayetteville Woman's Care's Financial Policy. It is the philosophy of Fayetteville Woman's Care that all our patients receive the best possible care and service, therefore, your complete understanding of our financial policy as it relates to your financial obligations is an essential part of our philosophy. Please read, sign and date the bottom of this document indicating you understand and agree to comply with these policies.

Payment in full is due to our practice at the time of service. Your insurance contract is an agreement between you and your insurance carrier. We participate with most major insurance carriers including Blue Cross Blue Shield, and most area HMOs and PPOs. As a service to you, we will file the appropriate reimbursement forms with your insurance carrier. Co-payment is expected at the time of service.

If Fayetteville Woman's Care does not have a contractual agreement with your insurance carrier, our insurance department will bill your insurance carrier as a courtesy to you, the patient. However, you are still responsible for the payment for services at the time of the visit.

Medicare patients are responsible for their co-payments, deductibles and any items deemed medically unnecessary by Medicare.

It is the policy of Fayetteville Woman's Care that any patient at age eighteen years or older will be financially responsible for all charges incurred. The parent who accompanies a patient under the age of eighteen for their first visit will be financially responsible for all charges.

You will be billed in full for any services your health plan deems to be a non-covered service or for any balance due after we have received payment or denial form your insurance carrier. All patient balances are payable in full upon receipt of the statement.

Finance charges of 1.5% will be assessed to accounts if a second statement is required, an additional 1.5% will be assessed thereafter.

Our office accepts Cash, Personal Checks, Money Orders, Mastercard, Visa, Discover and ATM Debit cards as payment for services rendered.

A \$25 Returned Check fee will be assessed to your account for every check returned to Fayetteville Woman's Care for insufficient funds. Patients with two or more checks returned due to insufficient funds must make future payments by cash, credit card or money order.

Refunds will be given in the form of a check to those accounts that have credit balances due the patient. Refund checks are issued to patients on a monthly basis.

Fayetteville Woman's Care reserves the right to turn any patient over to collections if it is deemed that the account has been in default of the payment obligations, or for non-compliance of the payment policy. There will be a 25% administration fee added to all accounts turned over to the collection agency. Patients that have been in collections are required to pay old balances in full, and pay for all future visits at the time of service.

If you are unable to make your scheduled appointment, please call our office to cancel at least 24 hours prior to the appointment. Fayetteville Woman's Care reserves the right to bill our standard office fee for failure to give adequate notice of cancellation.

I have read and understand the above Financial Policy. I agree to the terms outlined in this policy.

Signature: _____
(Signature of Responsible Party)

Date: _____