

Arrowhead Plastic Surgeons Financial Policy

- Co-pays **must** be paid at the time services are rendered, as required by your insurance company. We accept cash, check, MasterCard, and Visa. There will be a \$20.00 late fee for any co-pay not paid on the date of service. There is also a \$25.00 fee for any check returned by your bank.
- If your insurance company requires you to have a referral from your primary care physician in order to be treated by our doctors, please verify that this has been done. If a referral is not in place, this will result in your appointment being rescheduled.
- All cosmetic procedures must be paid in full two weeks prior to your procedure. We can provide you with information on finance options through M-Lend Financial services.
- If you do not have insurance, payment in full is expected at the time of services.
- Balances after your insurance company pays (deductibles and coinsurances) must be paid within 120 days. Accounts over 120 days past due, could be subject to collection action.
- For our patients who are eligible for Medicare, we are participating physicians. This means we must accept Medicare's allowed charge for the services rendered, writing off the difference between what we charge and the approved amount. The patient is responsible for 20% of the approved charge, plus any deductible. If you have a secondary insurance, we will submit a claim for the remaining balance after Medicare has paid. Please remember, that the beneficiary is ultimately responsible for the 20% of the approved amount and any services not covered by Medicare.
- Due to the high volume of disability and supplemental insurance forms we receive, there is an administrative processing fee of \$15.00 for the first form and \$5.00 for each additional form.

Signature of Patient (or authorized representative)

Date

Print name

Date