

## RIO FAMILY MEDICINE FINANCIAL POLICY

We are committed to providing you with the best possible care, and we are pleased to discuss our professional fees with you. Your clear understanding of our financial policy is important to our professional relationship. If you have any billing questions that we cannot answer directly, please call our billing company, IMBS (434) 984-4627

### Insurance

Rio Family Medicine participates with and accepts assignment of insurance benefits of most insurance organizations and we will file claims as a courtesy to you. If your insurance company denies payment, you will be billed for those services and payment in full is due upon request. If a patient does not provide an insurance card at the time of service, they will be considered "self-pay" until a card is provided.

**If you have no insurance, you will be responsible for payment in full at the time of service unless prior arrangements have been made.**

### Co-payments

Co-payments are due at the time of your visit. Rio Family Medicine will accept cash, check, money order, Visa or Master Card. Of course, you are still responsible for the timely payment of deductibles, co-insurance, and/or non-covered services.

### Minors

Time of service payments for minor children is the responsibility of the person bringing the child to the visit. Please make arrangements to bring payment with you at the time of the appointment.

### Additional Charges and Fees

\$15 service charge to bill for co-pay

\$25 form fee

\$25 returned check fee

\$40 fee "no show" or less than 24hr notice of cancellation fee for routine office visits

\$80 fee for patients scheduled for detailed visits, such as, but not limited to: Physicals/Well Child Checks/Procedures /Annual Wellness, etc

Copying fees- to be assessed by and payable to HealthPort (our copying service)

### Billing Cycle

Patients who do not pay at the time of service will receive two (2) billing statements. If you receive a final notice and your payment in full is not received within 10 days, your account will be sent to an outside collection agency.

### Collections

If payment is not received, your account may be referred to an outside collection agency. If your account is referred to collections, you will be responsible for all agency and attorney fees associated with collection. You will then be seen on a "**Cash Only**" basis. You will be required to pay a discretionary fee established by Rio Family Medicine **prior** to being seen for each appointment as well as, any co-pays required by your insurance. You may also be given a 30-day notice of discharge from the practice. Any patient that is sent to a collection agency for a 2<sup>nd</sup> time will automatically be discharged from the practice.

I have read and understood the above financial policy.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature - Patient / Legal Guardian/Representative

\_\_\_\_\_  
Date