**Patient Financial Policy**

**Patient Responsibilities:**

Patient Registration form must be completed and signed. It is the patient’s responsibility to notify our office of any information changes.

Bring a photo ID and insurance card to each appointment.

**Be aware of your insurance benefits and coverage. Be prepared to pay for any co-payment or out of net-work fees. Plan to pay any outstanding balances you owe. Additional services may be denied for lack payment.**

If you are unable to keep an appointment please notify our office. If there are more than 3 appointments that are cancelled without notice, you may be charged a $50 fee or we may recommend you seek services from another provider that can better meet your scheduling needs.

Payment Options:

We accept cash, check, Visa, MasterCard and a pre-approved Care Credit plan. Checks returned by the bank for any reason will charged back to your account with a $40 return check fee. A $10 late fee is assessed monthly on over-due balances.

**Insurance: We will file insurance; however, patients are responsible for any amount insurance does not cover.**

For patients without insurance: Payment for all professional services will be due at the time of your visit.

According to state and federal law, Elkhart Audiology Rehab cannot waive, fail to collect or discount co-payments, co-insurance or deductibles. **Past due balances over 120 days risk being referred to a collection agency.** If you have any questions about the financial policy, please contact the owner, Sharon Hirstein. Office staff do not have the authority to interpret or modify office policy.