



ORTHOPAEDIC BONE & JOINT SPECIALISTS, P.A.

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CREDIT POLICY

Orthopaedic Bone & Joint Specialists, PA is a medical group whose goals are to effectively provide treatment to those persons requiring Orthopedic medical care. We understand the financial hardships currently plaguing our community. To that end, we have established the following Credit & Financial Responsibility Policy.

Payment is due in full when medical services are rendered. If payment cannot be made at the time of service or verifiable insurance cannot be established at the time of service, please make arrangements to reschedule your appointment provided it is a non-life threatening appointment. Payment arrangements can be made with Billing Department prior to leaving the office for all balances.

As a courtesy to our patients Insurance Claim Forms will be filed for our patients. Patients will be required to give complete insurance information and to sign an Assignment of Benefits Form. Patients will receive monthly statements until account is paid in full. Patients will be responsible for balances not paid by their insurance companies after 90 days from the date of service.

Accounts that age 120 (one hundred and twenty) days without payment are subject to collection procedures. Collection activity may lead to assignment of the account to Western Recovery Systems and or legal action.

Please note that some insurance companies require you to have a referral from your primary care physician to be seen by a specialist. It is the patient's responsibility to make sure that this is in place before you are seen.

A \$15.00 fee is due for the completion of each disability form. Forms can take up to 10-14 days to be completed. Disability forms will not be released without payment.

Patients having surgery must be aware that many surgeries will require an assistant. You may be receiving a bill after surgery from the assistant surgical provider who may not be affiliated with this office.

The physicians associated with Orthopaedic Bone & Joint specialists, PA are participating in Medicare and are providers of many of the HMO's and PPO's. If you have questions, please check with your individual insurance carriers.

Any questions concerning this Credit Policy should be directed to the Billing Department of Orthopaedic Bone & Joint Specialists, PA by calling (505) 843-7798.

PATIENT SIGNATURE

DATE

FINANCIALLY RESPONSIBLE PARTY SIGNATURE

DATE