

Podiatry Associates of Beaufort

Medicine and Surgery of the Foot

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FINANCIAL POLICIES

Our office policy is to collect for our services at the time of your visit. Please be prepared to pay your co-pay, your deductible or your co-insurance with cash, check, money order or a credit card. We suggest that you be familiar with the benefits on your insurance policy.

We file claims to most insurance companies. If we do not have a contract with your insurance company and therefore, may be 'out-of-network' with them, you may have reduced or no benefits. We will make a reasonable effort to obtain benefits from your insurance as time permits. However, if we cannot verify eligibility or get benefits, we will collect our full charges at your visit.

Medicare Patients

We encourage participation in the Conventional Medicare program. If you choose a Medicare Advantage plan, we will attempt to work within the guidelines of that policy, but often there will be delays. Until we have verification of which specific plan you have chosen, we will be collecting your Medicare deductible and co-insurance.

Secondary Insurances

Unless we have a contract with your secondary insurance, or unless Medicare crosses their claims directly to your secondary, we do not bill secondary insurances. If you need guidance on how to file your own secondary insurance, please ask one of the insurance staff for instructions.

Refunds for overpayments are generally sent out within 3 weeks of insurance settlement. This is done after having received an explanation from the insurance companies to whom we have filed a claim.

As a courtesy to our patients, we make reminder calls the day prior to your appointment. If you cannot meet your appointed time, please return the favor by giving us a phone call to cancel or reschedule. We reserve the right to charge \$20 for any *missed appointments*.

We look forward to meeting your podiatric needs. Please feel free to contact our billing department with any questions.

Signature

Date