

## **High Point Family Medicine, LLC**

### **Policy for Patient Payment**

High Point Family Medicine, LLC, will make a good faith effort to charge fair and reasonable professional fees for services rendered. Payment of those fees in accordance with the following stipulations is expected:

1. Applicable co-pays will be collected at the time of the scheduled visit.
2. Overpayment of co-pays will be applied as a credit to the patient's account.
3. If a patient requests that the charges not submitted to their insurance, a 40% discount will be given for charges paid on the day of service. The same discount will be available to patients who make plans to pre-pay part of the cost of more expensive services and complete payment by the day of service.
4. Patients are responsible to provide High Point Family Medicine, LLC, or its billing designee, with current and accurate information related to submission of a written or electronic claim on the patient's behalf.
5. Balances denied by insurance companies after proper claim submission will be the patient's responsibility.
6. The patient is responsible for contacting their insurance company to verify coverage for our services.
7. Payment of balances due is expected within 30 days of service (no insurance claim) or 30 days of statement date (following insurance claim).
8. Patient requests for reasonable payment plans will be considered individually.
9. Verbal and written communication to encourage payment will be attempted with patients whose balance is overdue.

Patient accounts may be changed to a "cash only" or "no service" status at the discretion of the managing owner of High Point Family Medicine, LLC, or his designee.

*Adopted 10/2007*

*Revised 01/2010, 05/2014*