

The Family Chiropractic Center

Financial Policy

Purpose: To eliminate future collection problems and, therefore, maintain a positive relationship between the practice and the patient.

- 1) All balances are due and payable at the time of treatment. We will gladly accept cash, check, MC/Visa, Discover and debit cards as methods of payment. We will be happy to discuss our fee schedule with you and determine the best way for you to reimburse our office for the healthcare rendered.
- 2) Insurance policies are contracts between the insured and the insurance company. We cannot guarantee payment. **The patient/guardian is fully responsible for any Fees unpaid by the insurance company.**
- 3) We will provide appropriate receipts or itemized claim forms to our patients to help them when they wish to file for their insurance benefits.
- 4) Insurance billing is done by our Office Manager, again, we cannot guarantee payment.
- 5) If the patient is having difficulty making payments according to the fee schedule, we will be happy to discuss alternate methods of payment or a payment plan that will be mutually beneficial to all.
- 6) Patients must keep all **co-payments and deductibles current.** Items not covered by insurance are payable at the time of service (vitamins, supports, x-rays, etc.).
- 7) Any outstanding accounts not covered by insurance will be billed to the patient at the end of each month.

I have read and understand the financial policy for The Family Chiropractic Center.

Signed (Patient/Guardian) _____

Witness _____

Date _____