

## Financial Policy

It is the goal of Beittel-Becker Pediatric Associates to provide our patients with health care services of the highest quality. This goal is best achieved if everyone is aware of our policies. Your clear understanding of our financial policy is important to our professional relationship.

### **Insurance:**

We will prepare and send claims to your insurance. However, we remind you that your policy is an agreement between you and your insurance company, even if we participate with your insurance. Please keep in mind that you are responsible for your total obligation pertaining to your specific insurance plan. If we participate with your insurance, we have agreed to accept their fee schedule. After your insurance pays according to the specific benefits of your plan, they will send us the patient obligation, which may include amounts related to unpaid co-pays, co-insurance, or the plan deductible. Co-pays are expected to be paid to us on the date of service. We will send a statement for any remaining balance, which is payable within 30 days.

### **Payment arrangements:**

We realize that financial problems may affect timely payment of your account. Please contact us promptly to discuss payment arrangements. We are able to store a credit card on-file and arrange short-term payment arrangements.

### **Failure to pay:**

Failure to pay any balance(s) associated with your account may result in fees, the balance(s) being turned over to an outside collection agency, and your child or children being required to transfer to another provider.

### **Missed appointments/Late cancellations:**

Broken appointments represent a cost to us, to you and to other patients who could have been seen in the time set aside for you. We reserve the right to charge a fee for missed appointments. Cancellations are requested 24 hours prior to an appointment. A **\$25.00** fee will be charged for a second missed appointment and every missed appointment thereafter. If a patient has 5 broken appointments within a calendar year, we will exercise the right to terminate the patient/provider relationship by demanding that the responsible party transfers the medical records of their child or children to another provider.