



## NOTICE-PATIENT'S RESPONSIBILITY

Thank you for choosing Tavicare. We appreciate your trust in us, and the opportunity to support you in your journey of health. We ask you to read the following statement of our financial policy. Please sign it prior to your 1st consultation/treatment.

1. For **NEW** patients: We set aside a two-hour block of time for your first visit and we prioritize this time with you. A non-refundable deposit of \$100.00 is required at the time of scheduling your first appointment. This amount will be credited towards your initial consult fee with the doctor.

**Please call us at (301) 859-4400 24 hours prior to your scheduled appointment** to notify us of any changes or cancellations. **To cancel a Monday appointment, please call our office by 4:00 p.m. on Friday.** If prior notification is not given, you will be charged \$100.00 for the missed appointment. Before scheduling another appointment, we will require another non-refundable deposit of \$100.00.

2. Payment in full is due at the time of service
3. We accept cash, check, or credit cards

Please sign below to consent to these terms.

X \_\_\_\_\_ Date: \_\_\_\_\_

### GENERAL OFFICE VISITS:

We **DO NOT** participate with any Insurance plans:

1. You are responsible for payment at the time of service.
2. We will provide you with a standard insurance form (SuperBill) that you are responsible to submit to your insurance carrier for potential reimbursement.
3. The insurance carrier does not determine our fees. If your carrier determines our fees to be above their fees, you are responsible for the difference.
4. If you have any questions about insurance coverage for visits, treatments, procedures you are to have, please contact your insurance company directly.

### LABORATORY:

If you have insurance, we will submit your insurance information with your labs and provide the appropriate ICD codes to maximize coverage. However the patient is ultimately responsible for the payment to the laboratory. Some specialized tests that we perform are not always covered by insurance. We will inform you of your payments options before performing the test.

**BLOOD and TEST collection fees:** There is no charge for blood collection of basic labs. We do charge a \$25.00 processing and shipping fee for specialized tests that need to be collected, processed, and shipped to an outside lab. We will add this fee to your SuperBill for you to submit for potential reimbursement from your insurance company.

Thank you for understanding and cooperating with our Financial Policy. Please let us know if you have any questions or concerns.

X \_\_\_\_\_ Date: \_\_\_\_\_

I have read, understand, and agree to this Financial Policy.