

**REFERRAL INFORMATION, PATIENT FINANCIAL POLICY AND
SIGNATURE ON FILE**

Patient Name: _____ Today's Date ____/____/____

Other family members that are patients _____

Referred by: _____ Primary Care Physician _____

In case of Emergency, who should be notified? _____ Phone () _____

RELEASE OF INFORMATION:

I authorize the release of medical information to my primary care or referring physician, to consultants if needed and as necessary to process insurance claims, insurance applications and prescriptions. I also authorize payment of medical benefits to the physician.

Patient or Responsible Party Signature _____ Date ____/____/____

PAYMENT POLICY:

Medicare: We are participating providers of the Medicare program, except Medicare HMOs. We will accept assignment on all claims. Patients are responsible for meeting their annual deductible and paying for their copayment. We do file with secondary /supplemental carriers. However, in the event that the secondary does not pay within 60 days, patients will be balance billed.

HMO insurances: We do not accept any HMO plans.

PPO contracted insurances: We are contracted with several PPO networks. You will be responsible for paying your annual deductible, copay and charges for any non-covered services. *It is your responsibility to determine what type of plan you have.*

PPO non-contracted insurances: Patients who are covered by insurances that we are not contracted with will be required to pay 30% of the total bill at the time of the service. The entire unpaid balance left after payment from your insurance will be billed to you regardless of the benefits and payment policies of your carrier. *It is your responsibility to determine what type of plan you have.*

Patient or Responsible Party Signature _____ Date ____/____/____

MEDICARE PATIENTS ONLY:

This office is required to keep your signature on file authorizing us to file claims to Medicare for you and to release information to that payor if they require it for the proper consideration of a claim. Please read and sign the following statement:

I authorize any holder of medical or other information about me to release to the Social Security Administration and Health Care Financing Administration or its intermediaries or carrier any information needed for this or a related Medicare claim. I permit a copy of this authorization to be used in place of the original, and request payment of medical insurance benefits either to myself or the party who accepts assignment. Regulations pertaining to Medicare assignment of benefits apply.

Signature as it appears on Medicare Card _____ Date ____/____/____

If you have a supplemental policy and it is a **MEDIGAP** policy to which your Medicare Carrier automatically "crosses over", we are required to keep a separate signature on file:

I request authorized MEDIGAP benefits be made on my behalf for any services furnished to me. I authorize any holder of medical information to release to the above MEDIGAP carrier any information needed to determine these benefits or the benefits payable for related services.

Signature as it appears on Medigap Card _____ Date ____/____/____