

Financial Policy

Thank you for choosing A.M.I.G.S as your healthcare provider. We are committed to providing the best medical care possible. The following statement explains our Financial Policy, which we ask that you read, sign, and return to us prior to your treatment.

- All patients should provide accurate and complete personal and insurance information prior to being seen by the doctor.
- All applicable co-pays, personal balances, both current and prior are due at the time of service.
- We accept cash, check, American Express, Visa and MasterCard

Regarding Insurance

We must emphasize that as physician our relationship is with you, not your insurance company. We file the insurance claim as a courtesy to our patients, but all charges are your responsibility from the date the services are rendered. All services are not necessarily a covered benefit in every contract. So, it is important that you read and understand your health insurance policy and its requirements for coverage. We currently send claims to hundreds of plans and it is impossible for us to know the coverage or requirements of your specific plan. Our office participates with the majority of managed care plans.

Late Arrival

Any patient who is 20 minutes late to their appointment will be asked to reschedule, or if the physician time allows may be worked back into the physician schedule. Atlanta, as you know is a congested area, so please allow extra time for traffic and parking.

Missed Appointments

Unless canceled at least 24 hours in advance, it is our policy to charge \$25 for a missed appointment. Please help us to serve you better by keeping scheduled appointments. This fee is not covered by insurance, so it will be your personal responsibility.

There is a \$100 cancellation fee for scheduled surgeries that are cancelled less than 5 business days from the date and time of surgery, unless cancellation is due to insurance denial or medical necessity.

Returned Checks

For checks returned to us unpaid by your bank, we will charge a \$30 fee. If a second check is returned to us unpaid, you will not be permitted to write any more checks to A.M.I.G.S as a form of payment.

Collection Accounts

Any patient balance that is not resolved, by this office, will be forwarded to our collection agency. A thirty percent (30%) fee will be attached to your bill and forwarded to the collection agency. Our collection agency will reserve the right to attach your account to any or all credit reporting agencies.

I have read and understand the financial policy for A.M.I.G.S

Printed Name

Signature

Date