

FINANCIAL PAYMENT POLICY

William M. Schnitz, M.D.

Internal Medicine and Rheumatology

FINANCIAL PAYMENT POLICY

of the office of

William M. Schnitz, M.D.

1. **REGARDING INSURANCE:** The doctor's service is provided directly to you and you are ultimately responsible for payment of services rendered. We ask that co payments, deductibles, co insurance and fees not otherwise covered by your insurance be paid at the time services are rendered. As a courtesy to our patients, we will submit a claim to your insurance company for you; however, if payment is not received in a timely manner, we will look to you for payment.
2. **SPECIAL NEEDS:** There are times when making payment can be a financial hardship. It may be necessary to set up a payment plan for a patient who cannot comply with our financial policy. If you are in need of special payment arrangements, please advise our billing staff or manager as soon as possible.
3. **MEDICARE AND MANAGED CARE:** Our office participates with Medicare and many managed care insurance companies. Should your insurance coverage be with one or more of these companies, we will bill your insurance company along the guidelines of our contract. However, co-payments and deductibles that have not been satisfied are the responsibility of the patient and payment is expected at the time services are rendered.

Informing our patients about our financial policy assists us in providing the best service to our patients. Thank you for taking the time to read this policy statement. Should you have further questions or comments, please contact our billing staff or manager. **WE ARE HERE TO HELP!**

I hereby understand the financial policy of this office:

Signature Date

Print Name

