



Ed Green Chiropractic

Financial Policy

Welcome To Our Office

We are dedicated to providing you with the best possible care and service, and we regard your understanding of our financial policies as an essential element of your care and treatment. If you have questions about your account, charges, insurance or payments, please speak with our billing department.

Please have available at the time of your visit the following insurance and identification information:

1. Your insurance identification card so that we may copy the front and back of the card for accurate insurance information.
2. Your drivers license so that we may copy the card for accurate demographic and patient specific date.
3. If you gave a health plan that requires its own insurance claim form, please provide us with a signed completed claim form.
4. Your referral or authorization for services when applicable.

Payment Policy

Payment in full is expected at the time of service is rendered. For your convenience, we accept cash, check, and credit cards. We will bill those insurance companies in which we have an agreement with. Please note that in the event of non-payment, the account may be placed with an outside collection agency and the expenses will be added to your account balance.

Self- pay Account

If you do not have a valid insurance plan to cover the cost of our services, you will be required to make full payment at the time of service

Insurance Plans

If you are insured, we will bill those insurance plans which we have an agreement. However, it is ultimately your responsibility to become familiar with the details of your insurance plan coverage. We recommend you contact your insurance company prior to any service so you may understand your allowable benefits. (As a courtesy our office will check your benefits and will go over at the time of initial visit) If you have a PPO or HMO insurance plan, we will collect required co-payment, co-insurance, and any deductible that is due at the time of the visit. On the event that your health plan determines a service to be “non –covered,” we will bill you, and payment is due upon receipt of that statement. Any amount not paid by your insurance company within 30 days will be billed to you. If you’re insurance coverage is with a plan that we do not have an agreement, payment is expected, in full, at the time of service.



Medicare

Dr. Green is a participating Medicare provider. We will bill your Medicare insurance and you're supplemental, if you have one. If there is not a secondary insurance you will be held responsible for any services not covered by Medicare.

Third Party Liability Injuries

For patients who have been involved in a liability/third party accident, payment will be discussed at the time of service.

Workers' Compensation

If you are involved in an "on the job" work injury, prior to seeing Dr. Green, the following information must be obtained and verified prior to your visit:

- Date of Injury
- Case or claim number
- WCAB# if applicable
- Workers' Compensation carrier information
- Adjuster's name
- Adjuster's phone number
- Prescription for Chiropractic
- Employer

Insurance Updates

Due to frequent changes in insurance plans and the benefits offered under those plans, our staff is required to review and update your insurance information on a regular basis.

I understand that EGC agrees to bill my insurance as a courtesy and that I must submit information as needed to ensure payment for services I further understand that I am ultimately responsible for payment for all services.

Name of Patient	Signature of Responsible Party	Date
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