

# ATLANTA CHILDREN'S ENT, P.C. FINANCIAL POLICY

## INSURANCE STATEMENT/FINANCIAL RESPONSIBILITY

Atlanta Children's ENT, P.C. will bill insurance companies for which they are providers, and verify all insurance information on those insurance plans with which we are contracted. You must show your plan ID cards for your child(ren) at the time of the visit. If you cannot provide proof of active health insurance coverage, you are responsible for all charges at the time of the visit. You are responsible for all balances your insurance carrier does not pay within 90 days.

**Concerning Divorce and Custody arrangements, Atlanta Children's ENT, PC regards the adult party who brings the patient to our office for appointments to be the responsible guarantor for that patient's account in all cases and without exception.**

If a check payment is returned on your account, your account will be charged an additional **\$35.00 fee**. If you do not show for an appointment three (3) consecutive times, your account will be charged **\$75.00 fee** and you will be released back to the care of your primary physician.

In the event your account becomes delinquent and is referred to a third party for collection effort, you agree to pay all responsible attorneys' fees, court cost and collection expenses on referred balance. In the event a physician is requested for a court appearance, you are responsible for physician fees not paid by my attorney or representing parties.

## BILLING AND INSURANCE

Our fees are based on our cost of delivering quality healthcare. All charges are to be paid at the time services are rendered unless other arrangements have been made with our office prior to your appointment. We accept MasterCard, Visa, personal check and cash.

If you are insured by one of the health plans in which we participate, we will follow the contractual arrangements in the plan agreement. **You must show your plan ID card at the time of the visit and be prepared to pay your co-pay, deductible, or any non-covered service at the time of the visit.** Please become familiar with your health benefits as many of the plans have restrictions on certain services. **Also, please remember that your insurance contract is between you and your insurance carrier. If you have questions regarding your coverage, payment determination, or other details regarding your contract, please contact your insurance carrier directly.**

Our billing management services will assist you with billing and insurance questions. You can reach the **billing office at 770-777-1100, ext. 201** during the hours of 8:30am to 3:00pm.