

**Please take a moment to carefully review the following pages. You will be asked to confirm your understanding of all current fees, our Notice of Privacy Practices and our Financial Policy at your appointment.**

## FEES

Due to rising practice expenses and interconnected demands on our staff, it has become necessary to institute the following charges. Please note that repeated no shows, rescheduling or failure to provide payment for services rendered may result in discharge from the practice for non-compliance. The charges described below are not covered by insurance and are as a result, the sole responsibility of the patient. These fees are published on the Coastal Cardiology website and a current listing of fees may also be requested at any appointment. Additional inquiries may be directed to the Coastal Cardiology Business Office at 805/540-5865.

### Missed Appointments without 24-hour notice

- Missed Office Visit \$ 25.00
- Rescheduled Office Visit\* \$ 25.00
- Missed Nuclear Test \$ 200.00
- Missed Vascular, Echo or Stress Echo \$ 50.00

*\*This includes appointments changed when necessary labs were not completed*

### Forms Fees (outside of office visit)

As a specialty practice, we are not always the appropriate provider to complete forms. Prior approval by the physician is required before a form is brought to our office for completion. We welcome phone calls to clarify our policy.

- Disability \$ 25.00
- Life Insurance \$ 25.00
- Jury Duty \$ 20.00
- DMV Placard \$ 20.00
- Assisted Living Forms \$ 25.00
- Typed Letters (any reason) \$ 25.00
- Medical Records (depending on the size) \$ 16.00 and up
- Copies of Test Images \$ 25.00

### Miscellaneous Fees

- Statement Re-Billing \$ 5.00
- Returned Check Fee \$ 25.00
- After Hours / Answering Service Calls \$ 25.00
- Provider Communication Outside an Appointment (G2012) \$ 25.00
- Financial Transaction History (Five Pages or More) \$ 25.00

### **ACKNOWLEDGEMENT & RECEIPT OF NOTICE OF PRIVACY POLICIES AT COASTAL CARDIOLOGY**

Prior to your appointment, we ask all patients to review a copy of this medical practice's Notice of Privacy Practices. A copy of the current notice is also posted in the reception area, available on our website and may be requested at any appointment. Questions or concerns about privacy may be brought to the attention of Coastal Cardiology staff by calling 805/782-8844.

### **FINANCIAL POLICY**

Payment is expected at the time of service as specified below. Payment may be provided in various methods, including cash, check, Visa, MasterCard and Discover. If you are unable to pay at the time of service, the service may be rescheduled.

### **COPAYS, COINSURANCE AND DEDUCTIBLES**

It is the financial policy of this practice to collect all co-pays, co-insurance, and deductibles at the time of service, before the service is performed. An estimate will be provided before the service but may not be exact due to claims in process, outside appointments, etc. Any overpayment will be refunded once the insurance adjudicates the claim and Coastal Cardiology receives an explanation of benefits. Any underpayment will be billed accordingly.

### **SELF-PAY SERVICES**

Services provided to self-pay patients will be paid in full before the service is performed.

### **WORKER'S COMPENSATION**

Coastal Cardiology is not a worker's compensation provider. Please be aware patients maintain full financial responsibility for the care provided regardless of worker's compensation status.

### **BALANCES & REFUNDS**

Please note all balances are due within thirty (30) days. After thirty (30) days, unpaid balances are considered past due. After sixty (60) days, collection proceedings will begin. At the doctor's discretion, due to the time and expense of collection proceedings, patients sent to collections may be discharged from the practice. Similarly, overpayments of \$20 or more are refunded within sixty (60) days. Less than \$20 will be held and applied to future balances unless a refund is requested by the patient, in which case it will be refunded within sixty (60) days.

### **FINANCIAL HARDSHIP**

We recognize extraordinary circumstances can and do occur. In such situations, signed payment arrangements may be made. However, payment agreements do not exceed ninety (90) days without express authorization.

***Any alternate arrangements must be made in advance of the service. Please communicate freely with your physician and Coastal Cardiology's Business Office staff when they contact you to avoid possible rescheduling of appointments, tests or procedures.***

Additional inquiries may be directed to the Coastal Cardiology Business Office at 805/540-5865.