

Office Policy on Managed Care Insurers

In order to accommodate the needs and requests of our patients, we have enrolled in numerous managed care insurance programs.

While we are pleased to be able to provide this service to you, it is extremely difficult for us to keep track of all the individual requirements of the plans. Every program has different stipulations regarding which services are permitted, how often services may be rendered, and even more importantly, where those services may be performed. Plans may differ depending upon what type of contract you or your employer has negotiated.

Providing quality medical care for our patients is our primary concern. We are more than willing to provide that care within your insurance contract guidelines if you let us know at EACH time of services exactly what those guidelines are. It is the patient's responsibility to settle ALL outstanding balances with Metro Internal Medicine and maintain and follow up with any issues pertaining to medical claims upon each office visit.

It is the patient's responsibility to inform us of any special requirements in your contract that we subsequently order services for, such as lab work, consultations and/or hospitalization. We, nor the selected medical facility, will have any other choice but to bill you directly for those charges. Investigating any potential attempts for acquiring reimbursement for your charges with your indemnity is also your responsibility if the claim is denied to the providers of your medical services. Payment for ALL charges is your responsibility.

With your cooperation and help, you should be able to receive all of the benefits offered to you by your insurance company and we will be able to concentrate on caring for your medical necessities.

I have read and understand the office policy stated above for Metro Internal Medicine and agree to accept responsibility for ALL balances incurred as described.

Sincerely,
Metro Internal Medicine P.A.

Print Name: _____ Date: _____

Signature: _____ Date: _____

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