

Welcome to Walker Road Chiropractic, PC. Dr. Gard and his staff are committed to providing the best care possible. Please take your time to review the following information then sign and date below.

Insurance Billing

If you have health insurance, please understand that this is **an agreement between you and your insurance company** and **you are responsible for knowing your benefits**. Please be aware that the only insurance we are contracted with is Regence Blue Cross so we are considered Out-of-Network for all other carriers. We will be happy to verify both your In-Network and Out-of-Network benefits and will assist you in any way that we can. However, you are ultimately responsible for timely payment for any services that you receive at our office.

Walker Road Chiropractic, PC will gladly submit claims to your insurance carrier. We also offer Secondary and Tertiary billing. Co-pays are due at the time of service. In the event of a Motor Vehicle Accident or Worker Compensation Claim, we will submit your claim(s) to the respective insurer.

Private Pay Patients

As a courtesy, our established Private Pay patients receive a Paid At Time of Service-Non-Billing discount. We accept cash, Visa, Master Card and personal checks. Your account is to be paid in full at the time of service. Other financial discounts may apply when signing up for a Corrective Care Plan, ask us about it! If you present a check to Walker Road Chiropractic, PC that is not honored by your Bank, a \$25.00 Non-Sufficient Funds charge will be added to your account per occurrence.

Payment and Collections

If we have not received payment within 30 days of your statement date then a \$25.00 late payment fee may be applied. Walker Road Chiropractic, PC takes many steps to avoid sending your account to a collection agency. If your account is turned over, you will be assessed a collections fee of \$250. This will be added to your final balance placed with the collection agency and you will be responsible for all legal fees and court costs involved.

Missed appointment / late cancelations

If you are unable to keep an appointment, you must cancel within 24 hours prior by calling the office at (503)-439-9494. Fees will be assessed for patients that do not show up to appointments or fail to give appropriate notice. The fees are as follows.

Chiropractic Appointment:	\$50.00 (After 2 consecutive Missed/Late Cancel appointments)
Physical Therapy:	\$50.00 (For any Missed/Late Cancel appointment)
Massage Therapy:	\$50.00 (For any Missed/Late Cancel appointment)

Insurance companies do **NOT** pay for missed appointment or late cancellation charges and that payment will be your responsibility. When a missed appointment or late cancellation fee is charged, a notice will be mailed to your home and you will be expected to submit payment upon receipt. Please also remember that *keeping scheduled appointments is critical to achieving your treatment goals*.

My signature indicates that I have reviewed, understand and been offered a copy of this policy.

X _____

Patient or Guardian's Signature

Print Name

Date

Financial Policy Summary

Walker Road Chiropractic

NOTICE

In an effort to maintain compliance with various state and federal regulations, managed care and preferred provider agreements, as well as billing and coding guidelines, we have adopted the following financial policies:

Our clinic has a single fee schedule that applies to all patients for each service provided.

You may be entitled to a network or contractual discount under the following circumstances:

- If we are a participating provider in your health plan.
- If you are covered by a State or Federal program with a mandated fee schedule.
- If you are a member of a Discount Medical Plan Organization (DMPO) we may join. Patients who are uninsured, or underinsured (limited benefits for chiropractic care), will be entitled to network discounts similar to our insured patients.
Dr. Gard is a participating provider of ChiroHealth USA (DMPO). Membership is \$49.00 a year and covers you and your dependents. Ask our team for more information.
- If you are responsible for 100% of your balance and choose to pay at the time of service, you are eligible for a 5% non-billing discount.

As part of our compliance plan, as of **Monday, August 15th 2016** our office will be unable to extend any type of discounts other than those listed above.

Acknowledged By (signature): _____

Name: _____

Date: _____