Alpine Sports Medicine Financial Policy

Our billing department will work diligently to ensure your paperwork is filed quickly and accurately. To ensure prompt payment, **please be sure to provide us with current insurance information at the time of service.**

We accept debit cards, Visa, Master Card, American Express, cash and checks. **There is a $35.00 fee for returned checks**. For your convenience, we offer EASY PAY as a quick and paperless method that allows you to pay your bills in a more efficient manner. We simply maintain a copy of your debit or credit card number on file to satisfy any balance not covered by your insurance carrier. We also accept Preferred Customer Accounts through Wells Fargo Financial.

Cash patients: Payment in full is due at the time of service.

Non-contracted insurance plans/Automobile claims.
If you are an EASY PAY customer, we will bill your insurance as a courtesy to you. If your insurance carrier does not pay your claim within 60 days, we will transfer the unpaid claim to the debit/credit card on file. If your insurance carrier releases payment and you have already paid the claim, we will reimburse you. **If you choose not to enroll in EASY PAY, your balance must be paid in full at the time of service.**

Contracted insurance Carriers:
Due to our contract with your insurance carrier, your **copay, coinsurance and deductible are due at the time of service**. Since the amount collected is only an estimate, we will transfer any unpaid portion to the debit/credit card on file after your insurance has cleared.

Secondary Insurance Carriers:
We will also bill your secondary insurance plan as long as it is provided **at the time of service**. Please note: **having more the one insurance policy does not guarantee 100% coverage**. Alpine Sports Medicine **will not bill** more than two insurance carriers.

Workers Compensation:
You must provide Alpine Sports Medicine with the name of your insurance carrier and a contact person. We also request that you provide us with your private insurance information. If your workers compensation claim is denied, we will transfer the unpaid claim to your insurance (See Contracted or Non-Contracted plans).

Missed Appointments:
There is a $50.00 charge for all appointments not canceled 24 hours in advance.

Canceled Surgery:
There will be a fee charge for all scheduled surgeries that are canceled after the Pre-Op appointment.

Past due accounts:
The patient is responsible for all unpaid charges after 60 days regardless of claims status. After 60 days, a monthly finance charge of 1.5% will be added to your account. All accounts not paid after 90 days will be referred to our collection agency and **your account will be billed an additional 35% of the total balance in order to cover collection/legal fees.**

I certify that I have read and understand the above policy:

_____ _____
Signature of responsible party Date