



Financial Policy

1. Patients are expected to pay for the services they receive from Carolina Attention Specialists, in full at the time of service.
2. Carolina Attention Specialists accepts patient payments via cash, check, Master Card, Visa, Discover and American Express.
3. Patients with medical insurance from a company that Carolina Attention Specialists contracts with must pay their entire co-payment, or an estimate of their deductible or the co-insurance portion of their charges, **on the day of service**. Carolina Attention Specialists will file an insurance claim directly to the patient's insurance company. If there is a balance remaining after the insurance has processed the claim, payment in full is due from the patient upon Carolina Attention Specialists sending a billing statement.
4. Patients with medical insurance from a company that Carolina Attention Specialists does not contract must pay their entire charges or out of network benefits, **on the day of service**. We will submit the claim to your insurance carrier.
5. A patient's payment collected at the time of service is an **estimate**, based on the information available to Carolina Attention Specialists at the time of service. If there is an additional balance due from the patient after the patient's insurance company has paid their portion of the charges, then the entire remaining balance is the patient's personal responsibility. Payment in full is due from the patient upon Carolina Attention Specialists sending a billing statement.
6. If testing denies through your insurance company as not medically necessary due to the diagnosis of ADHD, the full amount of testing will be your responsibility. (\$206.00)
7. Carolina Attention Specialists' billing statements may be delivered to patients directly, via email, or the US postal service.
8. Patients without any insurance coverage must pay for their entire charges in full **on the day of service**.
9. Patients who do not pay their co-payment, deductible, or the co-insurance portion of their Carolina Attention Specialists charges on the day of service, or patients with an overdue balance on their Carolina Attention Specialists account, may have their future appointments put "on hold" until the entire balance is paid in full or until a satisfactory payment plan has been worked out.
10. Patients who do not respond to Carolina Attention Specialists' efforts to collect an overdue balance and make appropriate payments may be subject to additional action on their account as allowed by law. Accounts sent to outside collections will have a 25% processing fee attached to the balance. However, to avoid that action, Carolina Attention Specialists encourages patients with an overdue balance to immediately pay their entire charges in full. Patients who are having financial difficulties should contact Carolina Attention Specialists to work out a satisfactory payment plan rather than being dismissed from the practice and turned over to a collection agency.
11. No Show/Cancellation policy: All established patients that no show for an appointment or do not cancel within 24 hours of their appointment time will be charged a \$30.00 fee. There is a \$100.00 no show/late cancellation charge for new patient appointments.

I have received a copy of, and agree to abide by, the financial policy of Carolina Attention Specialists as stated above.

Patient Name (Please Print)

Guarantor Name (Please Print)

Patient/Guarantor Signature

_____/_____/_____
Date Signed