



Missed Appointments Appointments that are not cancelled or rescheduled with a 24 hour notice period will be billed a \$25 fee for chiropractic and acupuncture, and a \$35 fee for massage and naturopathic medicine. This fee cannot be billed to your insurance company and will be your responsibility to compensate the provider for the time that they have set aside for your care. An exception may be made by the provider(s) in emergency situations.

Self-Payment A time of service fee is offered to all patients and third party payors (such as your insurance company) if payment is received on the same day of service and with the understanding that our office will not bill your insurance or perform any clerical work for your claim submission. (You may be given a superbill or HCFA form as a receipt if you choose to bill your insurer and be reimbursed by them directly). We cannot offer this fee if you do not pay at the time of service. We cannot offer this fee if we are an in network provider with your insurance company, because to do so would breach our contract with them.

Health Insurance If you have insurance coverage that is verified, we will bill for services. Copayment or co-insurance is expected at the time of service. You are responsible for any unpaid balance by your insurance company. This includes, but is not limited to, services applied to your deductible and services not covered or not included as part of your copay. We always recommend contacting your insurance company yourself to verify your benefits, so that you are aware of what will and will not be covered. Your contract with your insurer is between you and them, and we bill them on your behalf as a courtesy to you. We will do our best to verify your benefits and submit timely and accurate billing. However, you are ultimately responsible for your health and any balance not covered by your insurer. We are happy to give you an estimate of fees for services prior to your appointment, and an itemized bill following services.

Personal Injury and Motor Vehicle Collision Personal injury and auto collision cases will be billed to your auto insurance company, providing that a Personal Injury Protection (PIP) claim has been filed and the appropriate paperwork has been done. If your insurer refuses to pay, or if there is a liability claim, a letter of protection from your attorney and/or a lien on file will be needed to proceed with care.

Workers Compensation Claims All Workers Compensation claims will be billed directly to the insurance company, providing the appropriate paperwork has been filed. You should know that the law in Oregon limits your chiropractic, naturopathic, massage and acupuncture coverage under Workers Compensation. If the claim is denied, we will bill your private health insurance if possible (see policy above). If your claim is denied, you are responsible for the balance.

Miscellaneous Fees Administrative fees may apply in some instances for copying, reports, etc. The most common place you may see these charges is in an EOB (explanation of benefits), or in accounting from your attorney if you have a legal case involving an injury requiring care. We charge fees in accordance with the chiropractic statute governing these fees. We will not write a report without a request either from your attorney or your insurer.

I have read and understand the above financial policy. In the event that I no-show or cancel in less than 24 hours notice, I agree to charge the following card for any missed appointment fee. (All info encrypted and stored securely).

Card # _____ EXP ___/___ CVV# _____ ZIP _____

Signed: _____ Date _____

Printed Name: _____