

# Payment Contract

The patient, or responsible parties, is responsible for all fees assessed for services provided by Dr. Tanner. Billing insurance companies is a service provided. The patient may choose to receive a statement from Dr. Tanner and submit his/her own claims. The patient will be held responsible for seeking referral that may be required by his/her insurance company.

A quote of benefits is not a guarantee of benefits or payment. Your claim will process according to your plan, if your claim processes differently from the benefits we were quoted, the insurance company will side with the plan and will not honor the benefit quote we received.

It is our policy that payment is due at the time of service unless other financial arrangements are made in advance. We require all patients to pay their deductible, copay and/or coinsurance payment at the beginning of each visit. At the conclusion of your visits with us you may be billed for any outstanding balances. If there is a credit, you will be provided a refund promptly.

**Services for which the patient or the responsible party will be billed and are not limited to:**

Photocopies

Faxes, including urgent/emergency prescription refills

Prescription authorizations

Consultations (by phone, email or with other providers or persons) as directed by the patient

Letters, FMLA forms, Disability forms, reports and the like

Retrieving and forwarding copies of the medical record whether by mail or fax

Any services occurring outside the venue of the office visit

Unpaid balances are subject to interest charges, late fees and billing fees. The patient, or the responsible party, will be held accountable to pay any and all costs related to any collections procedures. If Dr. Tanner's services should be required out of the office, deposed or otherwise consulted in regards to any dispute or collection procedures, the patient will also be held accountable. **Services may cease immediately if there is a balance more than 30 days past due.**

Responsible parties will be held accountable for the funds owing on the patient's account even though the patient maybe be 18 years or older, especially if the responsible party facilitated the office visits.

Prepayment may be expected as well. Only cash or credit cards will be accepted unless the patient is well established and has received permission to pay by check. As office expenses rise and the rate of reimbursement falls, strict adherence to these policies are necessary.

I appreciate your understanding.

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Patient or Responsible Party

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Date