

## **POLICY & PROCEDURE**

### Financial Policy

#### Payment Plan, Discounts, Collection Procedure

**SUBJECT:** Financial assistance for patients who cannot afford to pay

**SCOPE:** All eligible patients

**POLICY:** : Patients who are unable to pay for services may request an estimate of charges for a needed procedure, furthermore elective procedures will receive an estimate of charges but the policy remains of payment in advance prior to the procedure.

**PROCEDURE:**

1. All copays and deductibles are due prior to surgery.
2. If the patient is unable to pay this amount, Care Credit is available and allows monthly payments to be made, (or we also accept national credit cards). For the application process, go to CareCredit.com.
3. Collections Procedure
  - a. A statement of account will be sent every month for three months.
  - b. After 90 days a final statement will be sent allowing 10 days to pay. If no payment is received after the 10 days have passed, the account will be sent to collections.