

Southern Maine Integrative Health Center Financial Policies

We are dedicated to providing the best possible care for you and we want you to completely understand our financial policies.

Payment is due at the time of service unless previous arrangements have been made with our billing staff. We accept Visa, Mastercard, Discover, American Express, checks, and cash. It is your responsibility to be aware of your deductibles and co-pay amounts. There is an information number on the back of your insurance card.

1. We do bill and participate with select insurance plans, but keep in mind that your insurance policy is basically a contract between you and your insurance company. As a service to you, we will file your insurance claim. If your insurance company does not pay the practice within 45 days of billing, we will have to look to you for payment. If we later receive a check from your insurer, we will refund any overpayment to you. **Please make sure that we have your current insurance plan information at the time of each visit.** The balance of your claim is your responsibility whether or not your insurance company pays your claim. All non-covered services will be your responsibility and payment is due at the time you receive your statement.
2. Accounts over 90 days past due will be turned over to a collection agency, unless a payment schedule has been previously arranged and followed. We utilize a third party collection agency and you will be responsible for all collection fees assessed by the third party collection agency. If your account still remains unpaid, you will be discharged from the practice and given 30 days to find alternative medical care. During that time, only emergency care will be provided.

I have read and understand the practice's office and financial policy and I agree to be bound by its terms. I also understand and agree that such terms may be amended by the practice from time to time.

Signature of patient (or responsible party, if minor)

Patient's name (print)

Date