

# Marietta Ob Gyn Affiliates, P.A. Financial Policy

## **Managed Care Patients:**

It is our pleasure to be able to serve you as a preferred provider, under your managed care insurance plan. As you are aware, with your plan there are certain guidelines which we, as a provider, must follow, as well as you, the patient.

These criteria concern co-payments, deductibles and co-insurance. Co-payments, deductibles if not met, and co-insurances are due at the time service is provided. Once the insurance company has processed the claim and our contractual adjustments have been made, any balance owed by you as determined by the insurance company, is due in full upon receipt of our statement.

## **Surgery:**

We will obtain benefits and provide you with an **estimate** for surgery done at Kennestone Hospital, Marietta Surgical Center or office surgery over \$500.00. As you may be aware, insurance plans read a disclaimer when benefits are obtained that state "this is not a guarantee of payment or benefits and benefits are determined when the claim is submitted and processed". You will be notified of your estimate and expected payment due at your pre-op appointment. Most office surgery estimates are due the date of your office surgery, however some office surgeries require a portion of the estimate prior to the procedure. You will be notified if your surgery requires any payment prior to your procedure. Once the insurance has processed and paid your claim, any balance is due upon receipt of our statement, unless prior arrangements have been made.

## **Obstetrical Charges:**

We will obtain benefits from your insurance plan and provide you with an **estimate** of your financial obligation. When benefits are obtained, insurance plans read their disclaimer that states "this is not a guarantee of payment or benefits and benefits are determined when the claim is submitted and processed". Payments of this estimate will be arranged, and must be paid in full by your seventh month of pregnancy.

## **Charges for Missed Appointments:**

We require 24 hours notice for cancellation of the following procedures. Since special equipment is reserved, extended appointment time is given, or the procedure is performed outside our normal business hours, staff are required to arrive early. Failure to provide 24 hour notice for the cancellation will have the following charges:

*Sonohysterography	\$100.00	*Essure Sterilization	\$200.00
*Implanon Insertion	\$50.00	*Leep	\$100.00
*72 Hrs notice- Surgery scheduled at Kennestone or Marietta Surgery Center			
\$350.00			

## **Billing Charges:**

- \*Return Check-\$25.00
- \*Co-pay not paid at time of visit-\$25.00
- \*Monthly Finance Fee of 1.5%
- \*30% Collection fee if applicable (accounts placed with Collection Agency)

## **Form Charges:**

- \*Disability Form (1 page) -\$10.00
- \*Disability form (2 pages) - \$20.00
- \*Family Medical Leave Act Form (FMLA) - \$25.00
- \*Special letters-Call for charge

## **Lab Test:**

All labs are sent to Lab Corp or Quest unless you instruct us to use a different lab. You will receive a separate bill for any tests sent to these labs, or our Lab Billing Service (Marietta Ob Gyn Affiliates, LLC 2). These tests are not included in our office charges.