



Albemarle Dermatology Associates, LLC

Statement of Financial Policy

We believe that part of good healthcare practice is to establish and clearly communicate our financial policy to our patients. Please read the information below and sign the Acknowledgement of Receipt of "Financial Policy" indicating your understanding of our practice's financial policy. The "Assignment of Benefits" for both Medicare and insurance will authorize payments to be made directly to Albemarle Dermatology Associates, LLC.

- 1. PAYMENT.** Payment is expected at the time of the visit and will include any co-payment and unpaid balance. A co-payment is a contractual obligation between you and your insurance carrier. If unprepared to make your co-payment at the time of service, you will be billed an additional \$10 processing fee. If there is no health insurance coverage, payment in full is expected at the time of service.
- 2. INSURANCE.** We participate with most insurance plans. We will file a claim for payment with the insurance carrier of record on your behalf. It is your responsibility to inform Albemarle Dermatology Associates, LLC of any changes in your insurance coverage. While we will assist you as needed, determining whether Albemarle Dermatology Associates is a participating provider with your insurance company and/or whether a referral is required to be seen by one of the providers at Albemarle Dermatology Associates is ultimately the responsibility of the policy holder. Care not paid for by your insurance carrier will require payment in full at the time services are provided or upon notice of the denial of the insurance claim.
- 3. MISSED APPOINTMENTS.** A fee of \$25 will be charged for each office visit that was missed or not canceled with 24 hour notice. A fee of \$75 will be charged for a procedure/surgery appointment or BLU-Light treatment that was missed or not canceled with 48 hour notice.
- 4. RETURNED CHECKS.** A fee of \$30 will be charged by Albemarle Dermatology Associates, LLC for each check returned to our office for Non-Sufficient-Funds.
- 5. COLLECTION FEES.** Your account will be considered past due if not paid within 60 days of our initial bill. Outstanding debt past 90 days will be referred to a collection agency. In this event, you agree to pay a fee equal to 25% of the current balance due on your account in addition to attorney's fees, court costs, and interest at 18% annually from the date of service.