

To better serve our patients at Hill Center for Dermatology, PC we have summarized important information regarding your visit.

REFERRALS: *Some* insurance companies require a referral from your primary care physician. This authorization indicates that the medical necessity of your visit has been verified. These must originate from your primary care physician and be approved prior to your appointment. Please do not schedule an appointment before receiving your authorization. Doing so could result in a denial from your insurance company and/or primary care physician and your visit may become your financial responsibility. If you are unsure if a referral is required, please call the member services phone number on your insurance card or contact your primary care physician.

APPOINTMENTS: Although it is not always attainable, we pride ourselves in staying on schedule. If you arrive late for your appointment, you may be asked to reschedule. We value your time and try very hard to make your experience with us a positive one. Please do not be discouraged if a treatment cannot be done at your first visit. Your initial appointment is to evaluate the problem. If time and insurance allows we will do our best to proceed with treatment to avoid additional visits to the office.

We are committed to meeting our patient's healthcare needs. No show and late cancellations waste time that other patients could use. 48 hour notice is requested.

INSURANCE: Please promptly notify us of any changes to your insurance. Co-payments and deductibles are requested at the time of service. Given correct information, we will submit the charges to your primary insurance company. ***Please be aware that some diagnosis and procedures are considered cosmetic, a non-covered benefit or surgical. Cryotherapy (liquid nitrogen), biopsies and excisions are considered "surgery" by most insurance companies and deductibles frequently apply. We recommend that you review your plan benefits prior to any procedure.***

In the event of no insurance coverage, full payment is required at the time of service. We accept cash, debit cards, Visa and MasterCard.

FINANCIAL POLICY: Co-payments and deductibles are due at the time of service. You will receive a statement for any remaining balance once insurance has paid their portion. Balances without payment after 60 days will result in the account being turned over to a collection agency and discharge from the practice. Returned checks are subject to a \$20 fee.

LAB FEES: When a biopsy is performed, the specimen is sent to an outside laboratory for interpretation by a pathologist specializing in dermatology. Often times your insurance company will dictate which laboratory is to be used. Depending on your coverage, you may receive a separate bill for these services.

*Please let us know if you have any questions or if we may be of further assistance. Our goal is to provide professional, courteous care and we look forward to serving your dermatology needs.*

*Sincerely, Hill Center for Dermatology, PC*

I have read and understand the above information. \_\_\_\_\_  
Patient/Parent signature and date

\_\_\_\_\_ Print Patient Name