



INSURANCE INFORMATION

Dear Patient:

Welcome to Pro Sports Orthopedics, Inc. Our mission is to deliver the highest quality care with emphasis on education and communication. As a courtesy, Pro Sports Orthopedics, Inc. will bill your insurance company. Please understand that this is your, not ours. Please read out insurance policies, sign and date the bottom.

Insurance Card: Please have this with you so we can copy all of the necessary information from it. This will make the billing process easier for all of us. If your insurance should change, please notify the office at your next visit.

Co-Pays: Have your payment ready when you check in at the front desk. This is a contractual obligation with your insurance company for which you are responsible and it is mandatory that we collect it from you.

Referrals: As a member of an HMO, it is mandatory that you get a referral from your Primary Care Physician to see a specialist and have x-rays. **The Insurance Company Will Not Pay for The Visit Without a Referral** Please call your primary care physician in advance to ask for a referral. If possible, try to get a referral for multiple visits so you do not have to repeat this process every time you come to the office. If a referral has not been obtained and the claim is denied, you will be responsible for payment in full.

Insurance Benefits: It is your responsibility to verify benefits, know your deductible amounts, and confirm that the doctor is a member of your plan.

If Surgery is Necessary: Please check with your insurance company to understand what costs you may encounter. Take into considerations that there will be hospital costs as well. We will be happy to direct you to the appropriate person in charge at the hospital. We will obtain an authorization number for your surgery, but this does not guarantee payment.

Workers Compensation: We need to have your date of injury, claim number, and case manager's name and telephone number before making an appointment. If you make an appointment using your private health insurance and inform us at the time of the appointment that it is workers comp, we reserve the right to cancel your appointment until the claim can be verified.

Motor Vehicle Accidents: Pro Sports Orthopedics, Inc. will not bill MVA Insurance carriers or attorneys for services rendered. All visits are to be paid in full at the time of the visit. We will assist you in obtaining payment from your insurance carrier by providing any documentation necessary.

Patient Statements: All bills are payable within 30 days of receipt. An annual interest charge of 18% will be added to each monthly statement. After 90 days the account will be submitted to a collection agency and your credit rating will be affected. Under the Federal Fraud and Abuse Laws, we are unable to write balances off.

Our staff will be happy to assist you through this process. Please keep in mind that as frustrated as you get with the insurance process, our staff is dealing with this on a much larger scale. Your patience, courtesy, and communication will be greatly appreciated to resolve all problems.

Signature: _____ Date: _____

Please Print Name: _____