

Affinity Heart Care, P.A.

Farhana Kazi, M.D.

Patient Financial Policy Sheet

To reduce confusion and misunderstanding between our Patients and practice, we have adopted the following financial policies, as of January 1st, 2017. If you have any questions regarding these policies, please discuss them with us. We are dedicated to providing the best possible care and service to you and regard your understanding of your financial responsibilities as an essential element of your care and treatment. You will receive a copy of this “agreement” at the time of your first visit for your records.

Unless other arrangements have been made in advance by either you or your health insurance carrier, **full payment is due at the time of service** for deductibles, co-insurance and/or co-pays. For your convenience, we accept payment by check, cash, debit card, Visa, Mastercard, HSA card, Discover or AMEX.

Address Change

Please advise us anytime there is any change to your address, telephone or other contact information.

Cancelled or Missed Appointments

Failure to give **24 hours’ cancellation notice or to keep your scheduled follow-up appointment** will result in a charge of **\$50**. If 48 hours’ notice has not been given for a procedural appointment, the charges are as follows:

Echocardiogram, ETT, Ultrasound, ABI, and Venous Ablation: The charge will be **\$75/missed visit**
Nuclear Stress Test: The charge will be **\$160/missed visit** (cost of medication)

Missed appointments represent a cost to us, to you, and to other patients who could have been seen in the time set aside for you. If you must cancel an appointment, we ask for a minimum of 48 hours’ notice for procedural appointments and 24 hours for regular appointments.

Co-payments, Deductibles and Co-Insurance

Co-payments, deductibles and co-insurance required for services not covered by your insurance policy will be collected at the time of your visit, as of January 1st, 2017.

If you owe additional money after your visit, you will receive a statement. You can pay over the phone, pay in the office or send a check to our EMR (address on the statement). If you have a credit, you have the choice of applying that to your account for future visits or receiving a check.

Equipment

We will dispense cardiac equipment to you for in-home monitoring. Failure to return equipment in a timely manner will result in charges to your account. Your credit card information will be collected at the time the equipment is given to you. Late returns of the cardiac equipment after the specified period of time will result in daily charges to the account until the equipment is received by the office.

Sleep Kit: Charges will be incurred if the sleep kit is not returned after **5 business days. \$50/week**

Holter: Charges will be incurred to you if the Holter monitor is not returned after **4 business days. \$25/day**

Telemetry Monitor: Charges may be incurred by Rhythm Star if the monitor is not returned.

Guarantor

Any patient over the age of 18, or an emancipated minor, will be held financially responsible for all charges incurred. If another party is responsible for payment of your account, you must pay your balance in full and negotiate repayment with them outside of our office.

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Insurance

Affinity Heart Care contracts with many insurance plans. Before your appointment, please be sure we are in-network and the services are covered under your plan.

Please present a current insurance card at each visit. We will bill your insurance company directly for medical services rendered. If problems arise regarding coverage issues, we will attempt to work with your insurance company to help resolve them prior to making it your responsibility.

It is important for you to be an informed consumer, who understands the specifications of your insurance policy (eg, co-pays, deductibles, prior authorizations). Your health insurance policy is a contract between you and your Health Insurance Company or employer. Please note it is your responsibility to know if your insurance has specific rules or regulations.

Late Appointments

If you are late more than 15 minutes for your scheduled appointment, it may be subject to cancellation.

If we are able to still see you, there might be a wait depending on the schedule that day. We must respect and honor the time scheduled for our other patients and our staff.

Medicare Patients

Medicare may not cover some of the services that your doctor recommends. You will be informed ahead of time and given an Advanced Beneficiary Notice (ABN) to read and sign.

Minors and Dependents

The accompanying parent or adult is responsible for payment at the time of service. It is your responsibility to work out the payment of your child's medical care between the custodial and noncustodial parent.

Returned Checks

Returned checks are subject to a \$25 fee. We will accept payments only by cash or credit card until the balance is cleared.

Self-Pay Patients

Self-pay patients should be prepared to pay at the time of each visit. We offer discounted "cash pay" prices.

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

Printed Name of Patient

Date of Birth

Signature of Patient or Responsible Party

Current Date

Printed Name of Witness

Current Date

Signed Name of Witness