



Office Use Only:
Please Copy Insurance Card and
Photo ID on the Back of this Form

Insurance Eligibility Request Form

PLEASE PRINT LEGIBLY

Please complete the following form if you do not have a referral letter from your primary care doctor.

Patient Name _____ Today's Date: _____

Email Address: _____ Phone Number: _____

Yes, please communicate via email regarding insurance matters. **Patient's Date of Birth:** _____

Address: _____ City/State: _____ Zip: _____

Insurance Company Name: _____

Insured Name: _____ Relation to Patient: _____

Policy ID Number: _____ Group Number: _____

Effective Date of Policy: _____ Referral Required: Yes No Is there a Deductible? Yes No

Is this a combined benefit with acupuncture, chiropractic and naturopath? Yes No

Co-Payment Amount: \$_____

ELIGIBILITY REQUESTS

The amount of time it takes to have acupuncture treatments approved or denied varies depending on the insurance carriers. It can take 5-10 business days. In the meantime, you are welcome to receive treatment using our sliding scale payment structure. New patients pay \$40 for the first visit. This includes the initial consultation fee. Additional treatments are just \$25-\$40. We ask our patients to pay what they can afford, taking into account the number of acupuncture treatments needed per week/month.

NUMBER OF TREATMENTS AUTHORIZED

If you have acupuncture coverage, your insurance carrier will pre-authorized 5 acupuncture treatments. After you have completed the 5 pre-approved treatments we will evaluate your needs and request authorization for additional treatments if needed. **If acupuncture coverage is approved, any amount paid that exceeds your copay will be credited towards approved treatments.**

ADDITIONAL ACUPUNCTURE TREATMENTS

The amount of time it takes to receive authorization for additional treatments varies. It could take 5-10 business days. We do not want our patients to miss the treatments necessary to get better during this time. We encourage you to use our affordable sliding-scale fee structure to pay during that time and/or after your benefits have been exhausted. Community acupuncture treatments are just \$25-\$40. We ask our patients to pay based on their financial situation and the number of treatments needed per week.

OUR FINANCIAL POLICY AND HOW IT WORKS FOR YOU

Whether you are paying cash or using insurance, you are always ultimately responsible for payment. We expect payment at the time of service, so please make arrangements to make pay when you arrive.

I acknowledge that the above listed coverage information is valid and correct. I understand that benefit verification is not a guarantee of coverage by my insurance company, and that I am financially responsible for all services rendered to me by Harmony Community Wellness Center (HCWC) and its practitioners. I authorize the release of information in my medical history to my insurance company and assign all benefits for unpaid services to the providers(s) at HCWC.

Patient Signature: _____ Date: _____