



VILLAGE CROSSING  
WOMEN'S HEALTH  
*Join the Family*

NOTICE OF FEES AND POLICIES

*Please initial acknowledging your understanding of each policy*

FMLA/Disability paperwork will be completed once a \$45.00 fee has been received. \_\_\_\_\_

Medical records released to a patient is \$25.00 for the first 20 pages and \$.50 per page thereafter. \_\_\_\_\_

Returned checks will be accessed a fee of \$25.00 \_\_\_\_\_

Failure to cancel your scheduled appointment 24 hours prior to your appointment time or no show will be charged a fee of \$50.00. \_\_\_\_\_

Any patient's account that is directed to a collection agency will be accessed a \$50.00 collection fee to off-set any expenses incurred. \_\_\_\_\_

Our office does not accept Medicaid insurance. If you do not present us with any primary insurance and use Medicaid, you will be waiving your Medicaid benefits and will be responsible for any balances from your primary. \_\_\_\_\_

We strive to keep every patient's wait time to a minimum. If you are more than 10 minutes late to your appointment time, we will need to reschedule your appointment. \_\_\_\_\_

All insurance changes and or updates will need to be made prior to your visit. We do not re-file insurances after the date of an appointment. We will be glad to provide you with the information to file the claim. If the insurance is not presented at the time of service or is not currently active, you will be considered a private pay patient. \_\_\_\_\_

All fees for services rendered are due at the time of service. We are required by your insurance company to collect any copays, deductibles, and coinsurances. We strive to estimate the amount due at that time. Once your claim has been processed, any and all remaining balances will be your responsibility. Balances will be considered past due after 90 days and may be subject to collection activity. \_\_\_\_\_

Patient Name: \_\_\_\_\_

DOB: \_\_\_\_\_

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