

## ETIDC Financial Policy

East Texas Infectious Disease Consultants are dedicated to providing you with the finest care available in the region. If you have health insurance, we want to facilitate the maximum benefit allowable. In order to assist in reaching this goal, we need to make sure you understand your payment requirements and that you provide information where necessary.

If you belong to an insurance company that requires a referral from your Primary Care Physician (PCP), make sure that it has been provided for you or obtained by ETIDC office staff.

The physicians of ETIDC participate in numerous HMO and PPO networks. It is your responsibility to verify that we are considered “network” under your plan. If unsure, please contact either your employer or the insurance company by calling the customer services line on the back of your insurance card.

If you are not insured by one of the participating HMO or PPO plans, you will be charged according to your “out-of-network: benefit and payment will be collected at the time of service.

**If you carry no medical coverage, payment in full is expected at the time of service, unless prior arrangements are made. We accept all payment types including cash, checks, Visa, Discover, MasterCard and American Express.**

If your visit or treatment is related to an “on-the-job” injury (Workers’ Compensation), approval from your adjustor and employer information will be required. The following must be obtained before your claim is filled: date of injury, address, telephone, insurance carrier and the claim ID or case number.

If your visit or treatment is due to an auto accident or other personal injury, you will be responsible for your bill. We do not accept third party insurance or any type of letter of protection from attorneys.

If your visit or treatment occurred on a school campus, you must bring a completed claim form from the appropriate school official. The claim should include all details of how the injury occurred and the name and address of the school’s insurance carrier.

We accept Medicare and Medicaid. We accept Medicare assignment and will bill Medicare for you. If you have a secondary policy we will file this for you as a courtesy but will expect you to be responsible for payment of the account in full should your insurance deny your medically necessary claim.

Deductibles are due at the time of service. There will be a \$25 charge for all returned checks.

We realize that temporary financial problems may occur that affect timely payment of your account. Should such a problem arise, we encourage you to contact our billing staff as soon as possible and provide information necessary to obtain assistance in the payment of your account.

I have read and do completely understand the financial policy of East Texas Infectious Disease Consultants.

---

Signature of Patient and/or Responsible Party

---

Date