FINANCIAL POLICY

Thank you for choosing OTEC for your eye care. We are committed to providing you with high quality and technologically advanced care.

1. Registration: All patients must complete our patient information form to facilitate communications and billing. We must obtain a copy of your driver's license, or photo ID, and valid insurance card(s). Failure to provide OTEC with current patient or insurance information, may result in the patient being responsible for the balance of a claim.

2. Insurance: Your insurance benefit is a contract between you and the insurance company; we are not a party to that contract. Knowing your insurance terms, including deductibles, copays, coinsurance, and maximum out-of-pocket amounts, as well as your benefits, including covered and noncovered services, is your responsibility. We participate in many insurance plans to facilitate payment for our patients.

3. Patient payment: All copayments and deductibles are to be paid at the time of service.

4. Insurance Claims: The Assignment of Benefits (AOB) allows us to submit, make corrections to, and receive payment for, your insurance claims. Please be aware that the balance of your claim is your responsibility, whether your insurance company pays or not. You will receive a monthly statement of any self-pay balance that is due upon receipt. Any account balance over 90 days will be subject to review for collection action.

5. Uninsured patients: We offer a 10% discount to our uninsured patients when the charges are paid in full at the time of service. Otherwise, you will receive a monthly statement that is due upon receipt. Partial payments will not be accepted unless otherwise negotiated. Any account balance over 90 days will be subject to review for collection action.

6. Collection: Please be aware that accounts deemed uncollectible by OTEC will be sent to a collection agency.

I have read and understand the financial policy and agree to abide by its guidelines.

Patient Name:

X_____ Date:

Signature of patient or responsible party including relationship