



Payment Policy

The undersigned hereby agrees to reimburse Carolina Women's Physicians, PA directly for any services and/or supplies provided to the patient.

If the patient's insurance company has not paid within 90 days of billing, the patient is responsible for the balance in full. Balances owed after insurance has been billed are due within 30 days unless other arrangements have been made through our office separate agreement has been signed.

Please note: Insurance is filled as a courtesy for our patients benefit. The patient/guarantor is still responsible for all charges and payments. Any benefits quoted are estimates and should not be taken as a guarantee for insurance payment.

Patients without insurance are expected to pay in full at the time services are rendered. Payment is required unless arrangements have been made through our office and a separate agreement has been signed. The patient/guarantor understands that all amounts quoted are estimates and additional charges may incur during treatment and testing.

Unless otherwise instructed, we send all pap smears to an outside pathology lab to be read by a pathologist. We send other labs to a third-party in-house laboratory. The patient may receive a bill from these facilities.

All insured patients must present their current eligibility cards and pay all co-pays/co-insurance fees at time of check in.

For our practice to maintain efficiency in the Operating Room, as well as giving full consideration to the hospital, anesthesia, and office staff, it is necessary for us to implement the following cancellation policy. It is important that when you schedule your surgery/procedure you have thoroughly checked your personal calendar to ensure that your scheduled date is ideal for you. Cancelling or rescheduling your surgery/procedure requires multiple phone calls to the hospital/outpatient facility, insurance companies, and patients.

Office Fees:

- Office Visit/Nurse Visit: fee determined by patient's insurance
- Duplicate/Lost prescriptions: \$25
- Forms/FMLA/Medical Records: \$25
- Non-emergent After hour calls: \$25
- No Show/Late Cancellation Fee: \$75 *We understand that an emergency may necessitate a late (or same day) cancellation. If this occurs, the patient may not be charged a fee.
- Late Surgery Cancellation Fee: \$100 (Please note: Cancellation less than two weeks before surgery will result in this. This fee will not be applied towards your surgery procedure, will be added as a charge to your account, not billable to insurance. This fee must be paid to Carolina Women's Physicians in order to be rescheduled.)
- Surgery/Procedure No Show Fee: \$300 (please note that this fee is not billable to insurance)

The undersigned has read and certifies that they are the patient, the patient's legal representative, or are the duly authorized by the patient as the patient's general agent to execute this consent to pay for the services and accept its terms.

Patient/Guardian Signature

Date