## **IMPORTANT INFORMATION**

# <u>Insurance</u>

Your insurance policy is a contract between you and your insurance company. We are not a party to that contract. Allergy and Asthma testing, treatment and immunotherapy are unique services and may not be covered under your healthcare plan. It is your responsibility to familiarize yourself with your benefit plan and be prepared to pay for non-covered services, co-pays, deductibles and/or co-insurance. **ALL CO-PAYS, CO-INSURANCE, DEDUCTIBLES ARE DUE AT TIME OF SERVICE.** 

It is your responsibility, per your insurance contract, to provide us with a copy of your insurance card that is currently in effect.

If you are on an immunotherapy program and receive injections the same day as an office visit, most insurance companies will not pay for the office visit and you will be 100% responsible for the cost.

## **Outstanding Obligations**

You may be required to settle all outstanding obligations before new appointments will be scheduled. Richmond Allergy and Asthma Specialists (RAAS) reserve the right to discharge a patient from the practice for non-payment of services

## Self-Pay Patients

If you do not have insurance, you are considered a self-pay patient. You will be responsible for 100% of all charges associated with your treatment. You will be expected to make payment in full at the time of service. Please call our Business Office to make financial arrangements prior to your visit.

# Forms Completion Fee

RAAS is happy to complete school forms and other required forms presented at the time of an office visit at no charge. There will be a \$20.00 fee to process any form or request not presented during an office visit. Please allow at least 3 business days to process these requests.

# **Minor Patients**

The parent(s) or legal guardian(s) are required to accompany the minor to their office visit. The parent(s) or legal guardian(s) are responsible for any patient due balances at the time of service.