



Isabella Gyening, MD
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POLICY REGARDING PATIENT FINANCIAL RESPONSIBILITY

I authorize Family Dermatology & Skincare Center to release any information necessary to process my claims for health care benefits. I agree to assign the benefits of my insurance carrier to Family Dermatology & Skincare Center. I understand that Family Dermatology & Skincare Center will file my insurance claim as a courtesy to me, and as such, is not required to wait for extended delays in payment. I understand that I am fully responsible for any non-covered services, denied services, health insurance deductibles or any charges not paid by the insurance company within 45 days from the date of filing. Family Dermatology & Skincare Center will not become involved with disputes between you and your insurance company regarding deductibles, non-covered services, co-insurance, co-payments, or other insurance matters. You are responsible for the timely payment of your account.

I have read and understand all of the following: (Please Initial)

Payment in form of cash, check or credit card (Mastercard or Visa) is requested for all services and/or copayments at the time of visit.

Returned checks will be charged a \$25 fee to cover processing and bank fees.

Overdue accounts (more than 30 days past due) are subject to a \$25 monthly late charge fee.

Following one missed appointment, it is office policy to charge a \$30 fee for any appointments NOT CANCELLED at least 24 hours prior to the scheduled appointment time.

HMO (Managed Care) Patients: It is the responsibility of HMO patients to ensure that they have obtained a referral for all appointments with Family Dermatology & Skincare Center, if needed. The patient is financially responsible for any and all services rendered that are not a part of the referral, if not covered or paid by insurance. If you did not get a referral for a specialist office visit, your insurance company will require you to pay the full amount for all services rendered.

PPO Patients: Most insurance companies consider all dermatology procedures (such as skin biopsies or freezing off warts) to be surgical in nature. They will often apply these costs to your deductible. When we verify insurance for your appointment, we are given a general idea about your coverage, but we will not know exactly what they cover until we send off the claim and receive an Explanation of Benefits(EOB). It is a good idea for you to become well acquainted with the specifics of your coverage. If you want to delay a particular procedure until you know these details, the front desk staff will be happy to provide you with the appropriate medical codes for you to give to your insurance company.

HIPPA PRIVACY PRACTICES

As required as a result of the Health Insurance Portability and Accountability Act of 1996 (HIPAA)

Our Notice of Privacy Practices provide information about how we may use and disclose protected health information about you. The Notice contains a section concerning Patient Rights under the law. The Notice is available to you at the front desk at your request. You may review the Notice before signing this consent. The patient has the right to restrict the uses of their information.

By signing this form, you acknowledge that you have read and understand our Notice of Privacy Practices and consent to our use and disclosure of protected health information about you for the purpose of treatment, coverage and payment from your health insurance company and overall health care operations.

Signature of Patient or Responsible Party

Date