

**GLENDALE EYE MEDICAL GROUP
FINANCIAL/PAYMENT/NO SHOW POLICY**

500 North Central Avenue, Suite 400 • Glendale, CA 91203
(818) 956-1010 • fax (818) 543-6083

Thank you for choosing our medical practice. We are committed to providing you the best possible medical and vision care. We respect your time and we would like to make your visit to our office as efficient and pleasant as possible and to avoid any confusion regarding payment for professional medical services, we provide the following information:

We accept Visa, MasterCard, American Express and Discover as well as ATM/Debit Cards, cash and personal checks.

All deductibles and co-payments will be collected in full at the time services are rendered.

You are also responsible for the \$50.00 refraction fee which is not covered by your medical insurance.

Should we have to bill you for your co-payment, deductible and refraction, a \$10 administrative fee will be assessed.

Patients who have no insurance and are paying out of pocket -payment in full, is due at the time services are rendered.

If we are in-network with your insurance plan, we will not discount our services by any further amount after your insurance company has processed your claims and informed us of your responsibility.

If we are not a contracted provider for your insurance company, we will bill them, as a courtesy, on your behalf.

Please note if your account is overdue for more than 120 days after your insurance has paid, it will be referred to a collection agency. This is done, reluctantly, as a last resort, after we have exhausted all efforts for voluntary payment.

Please notify our office 24 hours in advance if you are unable to keep your scheduled appointment. If you do not notify us and miss your appointment, you will incur a \$50.00 missed appointment fee.

Please sign below that you have read, understand and agree to abide by Glendale Eye Medical Group's financial, payment and no show policy and that you are aware that charges not covered by your insurance plan, as well as co-payments and deductibles are your financial responsibility.