

*Northwest
Iowa
Surgeons, PC*

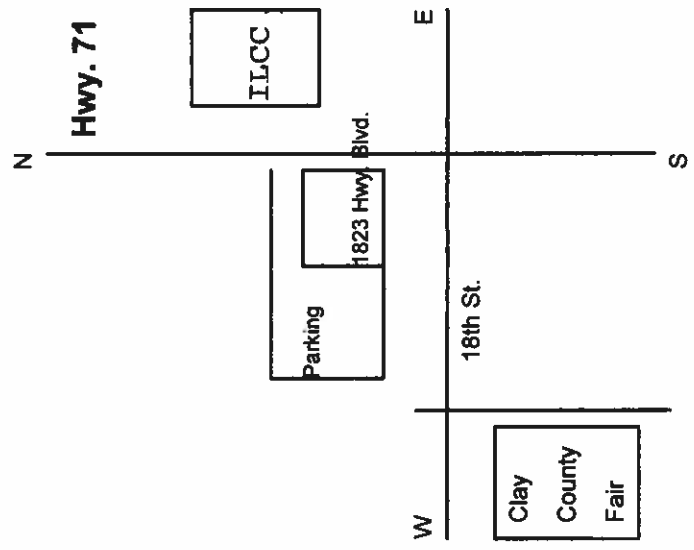
1823 Highway Blvd., Suite 5
Spencer, IA 51301

Northwest Iowa Surgeons. PC

Financial Policy

General Surgeons

- Patrick J. Slattery, M.D.
- Jeffre D. Helmink, M.D.
- Jason R. Keonin, M.D.
- Jaren H. Ricker, M.D.



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OUR FINANCIAL POLICY

Please take time to read through our financial policy.

Registration

If you are a new patient or have not been seen in over a year it may be necessary for you to fill out a new registration form when you visit our office. This will assist us in keeping your information current and billing your services correctly. Please bring your insurance cards and a photo ID with you to your appointment.

Notification of Insurance or Employer

It is your responsibility to check with your insurance company or your employer about prior approval or authorization before receiving services. Insurance policies vary and you will need to contact your insurance company with specific questions about what is or is not covered by your insurance plan.

If your insurance company requires preauthorization for your procedure please contact our nursing staff.

We cannot guarantee to you that your insurance company will pay your claim. It is your responsibility to understand the provisions of your insurance policy.

Payment Terms

You are financially responsible for your bill at the time you receive services. Please be prepared to pay your portion, estimated or actual, at the time you receive services. Many insurance benefits include co-payment, deductibles, and coinsurance which are the responsibility of the patient. **If you have a co-payment for office visits this is due at the time you receive services.**

If you have no insurance, payment will be due and payable at the time of service.

Forms of Payment

We accept cash, check, money order, Visa, MasterCard, Discover, and American Express. Please let us know at the time of service if you do not have insurance. We can set up a payment plan for you at that time.

Our Billing Process

Payment is due and payable within 30 days of receipt of first statement.

If you have insurance we will submit your claim to your insurance company. You will be billed for any deductible or co-pay remaining.

If you do not have insurance you will receive a statement of charges due from

you. If you are unable to pay your bill in full, please contact our office to make payment arrangements.

Other charges

There is a \$10 charge for filling out forms from your employer or insurance company for disability, FMLA, and work release or restrictions. Payment is due from you when you bring the forms to our office or clinics. Completed forms will not be mailed or faxed until this fee is paid.

Missed appointments

If you are unable to keep your scheduled appointment please call our office 24 hours in advance.

Our office staff will be happy to assist you with any questions you have regarding our financial policy.

Phone: 712-262-6320

www.nwiasurgeons.com