



Snohomish Naturopathic Clinic

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Financial Policy

Thank you for choosing The Snohomish Naturopathic Clinic, PLLC for your healthcare. We will do our best to provide you with the highest quality health and wellness services. It is very important that our clients have a clear understanding of our billing and payment policy. Please read and sign the following financial policy prior to your treatment. Should you have any questions, feel free to ask.

Insurance Visits: We bill most insurance companies. We are not Medicaid (DSHS) or Medicare providers. *It is your responsibility to ensure, prior to the visit, that your insurance plan covers services with us.* If your insurance company denies your claim or requires that you be billed for the balance of a bill, you will be fully responsible for that bill. Once an insurance company has been billed on your behalf, there will be no discount on the balance for which you are responsible. If you would like assistance determining your insurance benefits, please request a copy of "Understanding Your Insurance Coverage" from us. Your copay is due at the time of service.

Non-Insurance Visits: If you are not using insurance to pay for your visit, payment is due at the time services are rendered. A discount for payment at the time of service will apply only if paid in full on the date services were rendered. There are some appointment types for which we *may* not bill insurance. The following are just some of the visits for which may not be able to bill insurance, and therefore expect payment at the time of service:

- **Phone Consultations:** We will ask for a credit card number to run at the time of the phone consultation.
- **B-12 Injections**
- **Yoga/Personal Training**
- **Cooking Classes for Special Diets:** Some *may* not qualify for insurance submission.
- **HCG Weight Loss Program supplies**

Payment: We accept cash, checks and credit cards (Visa, MasterCard and Discover). If you pay for your services by check and that check is returned for non-sufficient funds, there will be an additional \$20.00 charge. Payment on your bill is due upon receipt. Balances left on your account over 90 days from the date of the first statement will be subject to 1% per month interest. Balances left on your account over 180 days will be sent to collections and will appear on your credit record. We prefer not to send patients to collections; if you have a large balance that you would like to discuss with us, please call as soon as you notice it on your statement.

Appointment Cancellation Policy: Showing up for your scheduled appointment time is very important. If you are unable to make your appointment, please give our office at least 24 hours notice so that we may give another patient that time. Clients that "no show" will be assessed a \$50 appointment charge. Clients that do not cancel 24 hours prior to their appointment will be assessed an appointment charge of \$30. This charge is your responsibility. Insurance companies do not pay for missed appointments.

Laboratory Testing: The lab will bill you or your insurance company for any tests that are run. Some tests are run at laboratories that do not bill insurance. It will be your responsibility to send in payment with your sample. Snohomish Naturopathic Clinic cannot assist you in gaining reimbursement from your insurance company for these lab tests.

Records Release: There is a \$15 fee for copy/ mailing of patient chart.

I have read, understand and agree to abide by the Snohomish Naturopathic Clinic financial policy.

Client Name

Signature of Responsible Party

Date