

Welcome to the Spinal Care and Decompression Center! Below are our policies and some general information. If you have any questions feel free to ask.

BILLING INFORMATION

If your insurance requires referrals, please be sure you have a valid referral before each appointment. A separate referral is usually needed for physical therapy services. If you do not have a referral, are without insurance, or have not met your deductible, you will need to pay for the visit at the time of service unless other arrangements are made in advance. Co-pays are always due at the time of service.

We participate with most insurance programs and will do our best to obtain payment from your insurance company, but payment for services is ultimately your responsibility. If we are unable to obtain payment from your insurance company you will be billed. Payment is due in full upon receipt.

MISSED APPOINTMENTS

We reserve the right to charge for missed or cancelled appointments unless you give us 24 hours notice. Please remember that another patient could be treated in the time we reserved for you.

BE ON TIME

Help us stay on schedule by arriving on time. If you are excessively late you will be charged for a missed appointment.

DISABILITY FORMS

If you have disability insurance forms, please fill out your portion completely and sign the release on the form before submitting them to our office. We charge \$15.00 per form. Please allow at least one week for completion.

MEDICAL INFORMATION

If you need copies of your chart, there will be no charge for the first set of copies. We will send medical information to another physician as a courtesy to promote quality healthcare. Allow 10 business days for processing and mailing.

Patient signature

Date