

## **WELCOME TO NEBRASKA ORTHOPAEDIC PHYSICAL THERAPY, P.C.**

We are committed to providing you with the best possible care. If you have medical insurance, we are eager to help to help you receive your maximum allowable benefits. In order to achieve these goals, we need your assistance and understanding of our payment policy.

If you have insurance, we will be happy to file your insurance claims, however, it is your responsibility to make sure the claims are being paid in a timely manner. While we are able to verify insurance coverage, most insurance carriers will not guarantee payment until they receive the claims and diagnosis. Your coverage maybe subject to limitations and we encourage you to check with your insurance company regarding your particular plan.

### **MEDICARE GUIDELINES**

If you have received home health or outpatient physical therapy through another clinic, please advise us.

A written referral signed and dated by your physician is required. There must be evidence in the clinical record maintained by the therapist that a physician has seen the patient at least every 30 days. Therefore, it is the patient's responsibility to make an appointment with his/her referring physician every 30 days from the date of the initial evaluation, in order for Medicare to reimburse for the services rendered.

We must emphasize that as medical care providers, our relationship is with you, not your insurance company. While the filing of insurance claims is a courtesy that we extend to our patient, all charges are your responsibility from the date the services are rendered.

**Payment is due at the time of services are rendered unless payment arrangements have been approved in advance by our staff.** This includes charges not covered by insurance, co-pays, deductibles, coinsurance, and durable- medical equipment. We accept cash, check or credit card.

We realize that temporary financial problems may affect timely payment of your account. If such problems do arise, we encourage you to contact us promptly for assistance in the management of your account.

**Our office requires a 24-hour notice for cancellation of appointments; you can call and leave a message on the answering machine if needed. We realize conflicts with work, other activities, or unexpected illness may require you to call and reschedule, however, there will be a \$25.00 charge for a missed appointment without notification to the office. This may be waived if the appointment is made up within the same week. \_\_\_\_\_\***

If you have any questions, **PLEASE** do not hesitate to ask us. We are here to help you and appreciate that you have chosen our clinic for your care.

Thank you,

Nebraska Orthopaedic Physical Therapy, P.C.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent (if minor)

\_\_\_\_\_  
Date