

**Lawrence Internal Medicine, P. A.  
Financial Policy**

Lawrence Internal Medicine, P.A. reserves the right to collect payment in full prior to delivery of service. Payments can be made in the form of cash, check, money order, or the use of Mastercard, Visa, or Discover.

In compliance with contracted insurance companies, Lawrence Internal Medicine, P. A. requires co-payments be paid in full at the time of service. If, upon your third consecutive visit at which you are unable to pay your co-pay, you will be asked to reschedule your appointment until such time that you can pay your co-pay or your physicians' next available appointment, whichever is soonest. Lawrence Internal Medicine, P. A. reserves the right to notify your insurance carrier of your failure to meet this obligation.

Lawrence Internal Medicine, P. A. requires a minimum payment of \$192.00 from individuals without insurance coverage at the time of check in. As Lawrence Internal Medicine, P. A. will not know your final bill until the physician and any ancillary services have completed documentation, you will be billed for any remaining balance.

Lawrence Internal Medicine, P.A. will utilize the services of a collection agency in the event of non-payment for services rendered. Lawrence Internal Medicine, P.A. will assess an administrative fee of 38% of your outstanding balance in the event the services of a collection agency are required to settle your debt.

Lawrence Internal Medicine, P.A. will process insurance claims. Once an insurance claim has been processed, any account balance is the patient's responsibility. Account balances must be paid in full within 30 days. Account balances of 30 days and greater with no payment activity will be sent to collections. In the event of financial hardship, payment arrangements can be made with Lawrence Internal Medicine, P.A.'s billing department. In the event your account is sent to collections, Lawrence Internal Medicine, P. A. reserves the right to notify your insurance carrier of your failure to meet this obligation.

Lawrence Internal Medicine, P.A. reserves the right to charge a fee for late cancellation of an appointment if notified less than twenty-four hours prior to the appointment time. The late cancellation fee is \$50.00 and is the patient's responsibility. Lawrence Internal Medicine, P.A. reserves the right to charge a fee to the patient who does not show up for an appointment. The no-show fee is \$50.00 and is the patient's responsibility.

Lawrence Internal Medicine, P.A. charges a \$60.00 fee for returned checks.

Lawrence Internal Medicine, P.A. reserves the right to charge for Physician/Patient and Nurse/Patient phone calls and/or electronic messaging at a level commensurate with an office visit. In the event your insurance company does not cover telemedicine, you will be held responsible for this bill.

I understand there are services and/or procedures my physician may recommend which my insurance company may consider a non-covered service and/or procedure. I understand I will be responsible for payment of non-covered services and/or procedures. Lawrence Internal Medicine, P. A. will make a reasonable attempt to inform you of such non-covered services and/or procedures prior to services being rendered, so that you can make an informed decision as to whether to proceed with such non-covered services and/or procedures.

I have read and understand the Financial Policy set out by Lawrence Internal Medicine, P. A.

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Patient/Guarantor's Signature

\_\_\_\_\_  
Date