



Sylva Chiropractic Center

Dr. Guy Karcher, D.C.

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OFFICE POLICES

1. If a cash pay patient you must pay for your visit in full the day that you are seen
2. If you are involved with an auto accident or any other type of personal injury, please understand that you must pay in full the day you are seen unless you have a lawyer or med-pay on your own auto insurance policy. If you have health insurance we can file it at your request.
3. If you were injured at work (workers compensation), you must pay in full when you are seen until we have received a written authorization form and a phone call from your employer. If you have health insurance, we can file it at your request.
4. If you have health insurance you must pay in full the day you are seen until your deductible has been met. After you meet your deductible, you must pay your co-payment in full the day that you are seen.
5. If you only have Medicare you must pay the 20% of the visit which Medicare does not cover and \$10.00 for any therapies which it does not cover, in full the day of the visit. Also if this is your first office visit you will have to pay the new patient visit of \$45.00 (onetime fee) which Medicare does not cover.
6. The office does NOT guarantee that your insurance will pay. We will make every attempt, at the beginning of your treatment, to receive verification of your policy and what it covers. However, if for some reason, your insurance claim is denied, you are responsible for paying the full amount due.
7. Payment plans or other discounts on your treatment must be arranged and approved with and by the doctor
8. We understand that you may have a hard time paying what you owe. If you do not pay in full or arrange a payment plan with the doctor within three months of your last treatment, we will turn your account over to a collection agency. This will affect your credit rating

If you agree that you have read and agree with these polices please sign below

X _____

DATE _____