

## Financial Policy

We are committed to your treatment being successful. The following is a statement of our financial policy, which you are required to read and agree to prior to any treatment.

### Insurance Billing

Your insurance policy is a contract between you and your insurance company. **It is your responsibility to know your benefits and how they will apply to your treatment.** We are not a party to that contract. If your insurance has not paid your account in full within 90 days, the balance will be transferred to you and/or the guarantor listed on the patient information form. **For your convenience we accept CASH, CHECKS, VISA, and MASTERCARD.**

### Cash Patients

All services must be paid in full at the time of service. Please make arrangements with the billing dept. @ 714-527-1082 to get the amount you will need to bring in prior to your appt, or procedures.

### Administrative Fees

All co-pays will be collected at the time of service, prior to seeing provider. If co-pay is not paid patient may not be seen.

- There is a \$25 charge for all office appointments not cancelled or rescheduled @ least 24 hrs. in advance. There will be a \$50 per procedure not cancelled or rescheduled @ least 48 hrs. in advance.
- All medical record requests are subject to a preparation fee of \$15. The actual cost of shipping and handling will be added if applicable.
- A fee of \$25 will be applied to all checks returned for non-sufficient funds.
- A fee of \$20 per form will be collected for completing and returning all Disability, Worker's Compensation, Employer leave, and other Administrative forms. These forms will not be mailed or returned until the fees are paid.

### Procedures

Dr. Quist and Dr. Mehrabian charge only for the professional services provided by your physician. The Facility, Anesthesiologist, and Pathology departments will be billing your insurance directly. There is a potential of four separate bills associated with procedures. Please be aware of this so there are no surprises after the procedure is performed.

I hereby attest that the insurance information I have provided is accurate and that I am an eligible member and understand that I am responsible for knowing my benefits/coverage. I will be financially responsible for all charges that are not covered by my insurance company.

Patient's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**The physicians in this office are not partners or otherwise affiliated in the same medical practice. They are all independent practitioners and simply share office space, equipment, and some staff in their separate practices. They are not responsible for each others practices or patients.**