



## PAYMENT POLICY AGREEMENT

At Cedar Creek Internal Medicine, our primary responsibility is to provide excellent and compassionate health care. We also feel obligated to make sure our patients understand the financial aspects of their care. By establishing this **Payment Policy Agreement**, we hope to avoid any unforeseen financial misunderstandings.

To help us bill your insurance correctly, it is very important for you to bring your **current insurance card(s)** with you to your appointment. If you cannot provide your **current, valid, insurance card(s)** you will be billed directly for services received on the date of your appointment, and you will bill your own insurance company on a private basis.

All accounts are due and payable within 30 days of services rendered. We will bill your insurance if you provide us with a valid insurance card on the date of service. However please bear in mind that you are ultimately responsible for any monies owed on your account regardless of insurance coverage. Please contact our Billing Office at 503-280-4558 if you would like to consider arranging a payment program that allows for periodic installments.

Your insurance company may require you to make a co-payment for each office visit. If you are unable to pay your co-payment at the time of your visit, we will mail to you a bill for the co-payment. For your convenience we accept personal checks, money order, Visa or MasterCard, in addition to currency. At times, patients may not know what the correct fee is for their co-payment. Unfortunately, the co-payment charge does not always appear on insurance cards, or available on the websites. It is ultimately the patient's responsibility to inquire with their insurance plan about copayments, deductibles and any charges that may not be covered.

If you schedule an appointment, and do not show up for that appointment, you may be charged a \$25.00 'No Show' fee. To avoid this charge, please call us ahead of time (within 24 hours) to indicate that you will not be able to make your appointment.

Delinquent accounts will be assigned to a collection agency after 90 days. If your account has been assigned to a collection agency, you may be required to pay in advance, and in full, at the time of all subsequent appointments.

*My signature below acknowledges that I have read and understand the **Payment Policy Agreement**. My signature below also authorizes assignment of benefits from any relevant insurance company or companies for visits to Cedar Creek Internal Medicine. Furthermore, I understand that I am financially responsible for all incurred charges that are not covered by my insurance. I hereby authorize Cedar Creek Internal Medicine to release requested information that pertains to my visits to my insurance company or companies.*

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Patient Name

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Patient Signature

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Date