

# TLC HEALTHCARE™ COMPANIES

1775 East Skyline Drive, Suite #101, Tucson AZ 85718  
Ph: 520.615.6200 • Fax: 520.615.6255  
www.tlchealthcarecompanies.com

## FINANCIAL POLICY

Thank you for choosing TLC HealthCare™ Companies as your group of health care providers. The following is a statement of our financial policy which we require you to read and sign prior to your first appointment. It is very important that you bring your current insurance cards to your appointment(s).

### MEDICARE

We are Medicare providers and we do accept assignment.

### HMO AND PPO

It is your responsibility to know your benefits regarding covered services, deductibles, co-pays, co-insurance and referrals. Member services and your provider directory will assist you in obtaining this information.

### CONTRACTED INSURANCE CARRIERS

We will submit a claim to your insurance company for your office visit. If payment is not received within 60 days, the balance becomes your responsibility. It will be up to you to recover the reimbursement from your insurance carrier.

### PRIVATE INSURANCE CARRIERS

We will supply you with the necessary paperwork for you to submit the claims to your insurance company for reimbursement. Full payment is required at the time services are rendered.

### MINOR CHILDREN

Parents or legal guardians must accompany children under the age of 18 unless the parent/legal guardian has given prior written approval for EACH date of service.

### APPOINTMENT CANCELLATION

*For office visits*, we reserve the right to charge \$25.00 for missed appointment and for checks returned for non-sufficient funds. We require a 24-hour notice for cancellation. If you have 3 consecutive no-shows, you may be dismissed from the practice.

I have read this policy and I understand that regardless of insurance, I am financially responsible for payment of services.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_