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Pediatrix

In Loving Memory of
Samuel Smith, M.D.

Yvonne M. Funcke, M.D.
Michael B. Magalnick, D.O.
Gina D. Montion, M.D.
Cathy Kelley, PA.-C.
Lisa Drummond, PNP
Cherilyn Jacobson, PA.-C.
Amy Miceli, PA.-C.

"We Care For Kids"

CHANGE IN BILLING PROCEDURES

Pediatrix has changed several of its billing policies to meet the changing billing requirements from your insurance company.

Please note these new policies:

- Valid insurance information is required at the time of service. If you are unable to provide a copy of current insurance card, you will be listed as self pay until you provide the card copy. **We request that you provide current insurance information within 5 days from the date of service.**
- All insurance companies have timely filing limits for claims. Failure to provide correct insurance information in a timely manner to our office will result in patient responsibility for the claim(s). **Due to filing limits, we will no longer accept new insurance information for a previous service after 45 days.** It will be the responsibility of the patient to pay the claim and seek reimbursement from the insurance carrier.
- If for any reason, you need to provide any insurance information after the date of service, please fax a legible copy of the front and back of your insurance card to the business office at 602-564-2662. Please indicate the name and date of birth of both the patient and policyholder. We will not accept verbal information regarding your insurance policy.
- **Refusal to complete information in its entirety will result in a self-pay account at the time of service.**

If you have any questions, please do not hesitate to call our billing office at 602-467-4981 or you can call our office directly at 602-866-0550 and dial extension 234, 216 or 204.

I have read and understand the billing policies as stated above.

Patient/Guarantor Signature

Date