

## CBCC COLLECTION POLICY

Effective May 1, 2005

### CASH PAY:

- Payment in full is due at time services are rendered.
- Patient is requested to keep an authorized credit card on file. In the event that there is an unpaid balance at the time of monthly billing, this balance can be transferred to the credit card. A courtesy call will be made to the patient to arrange this transaction.
- Patients with financial hardship will be referred to the CBCC Social Worker to establish the level of need and provide available assistance.

### MEDICARE WITH NO SECONDARY INSURANCE:

- CBCC accepts Medicare assignment.
- Patient is responsible for payment of any deductible amount, 20% co-insurance and any non-covered services for which an Advanced Beneficiary Notice has been signed.
- Payment is due in full upon receipt of monthly statement.
- Patient is requested to keep an authorized credit card on file. In the event that a balance is delinquent for greater than 30 days, following a courtesy call, the balance can be transferred to the credit card.
- Patients with financial hardship will be referred to the CBCC Social Worker to establish the level of need and provide available assistance.

### MEDICARE WITH SECONDARY INSURANCE:

- CBCC accepts Medicare assignment
- Secondary insurance will be verified for coverage. If appropriate coverage exists, CBCC will bill the supplemental plan.
- All co-pays are due at the time of service.
- Patient is responsible for any balance unpaid by the supplemental plan and any non-covered services for which an Advanced Beneficiary Notice has been signed. This payment is due in full upon receipt of monthly statement.

### COMMERCIAL INSURANCE:

- Insurance plans will be verified for coverage. If appropriate coverage exists, CBCC will bill the plan(s).
- All co-pays are due at the time of service.
- Patient is responsible for any balance due after payment by insurance plan(s).
- Payment is due in full upon receipt of monthly statement.
- Patient is requested to keep an authorized credit on file. In the event that a balance is delinquent for greater than 30 days, following a courtesy call, the balance can be transferred to the credit card.
- Patients with financial hardship will be referred to the CBCC Social Worker to establish the level of need and provide available assistance.

### MEDI-CAL SHARE OF COST:

- Until the share of cost is met, the cash pay policy will be followed.

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