

**Patient Financial Policy**

Please read thoroughly and feel free to ask any questions.

1. We accept cash, check or credit card (Visa, Discover, MasterCard, or American Express). New patient OR one hour follow up **$230**. 30-minute follow up appointments are **$105**. ***Everyone must have a credit card on file****.*
2. Payment is due at time of service. Payment plans can be arranged on an individual need basis with Dr. Lance.
3. The charge for a returned check is $30. This can be paid by cash, money order, or credit card. This will be applied to your account in addition to the original amount owed.
4. **We do NOT accept insurance.** The patient is responsible for all charges at the time of service. However, if you have an insurance plan that covers out of network services we would be happy to provide a *“superbill”* that will contain all the necessary information regarding your visits. You can then submit this superbill to your insurance company for direct reimbursement. The amount of reimbursement you receive will depend on your insurance plan. Please note that being reimbursed the full fee is rare. Our office is not responsible for any insurance non-payment or underpayment for any reason.
5. Your appointment time is reserved exclusively for you. **Please give 24-hour notice for cancellations.** However, we understand that last minute conflicts can arise, so just give us a call to notify us of your schedule change and we would be happy to reschedule your appointment. We offer everyone **ONE** miss. After that **Cancellations under 24 hours will be charged for the appointment.**

I acknowledge that I have received and understand fully the financial policy of Chattanooga Sports Chiropractic Institute. I acknowledge my agreement to abide by these policies with my signature below.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_