



Advanced Women's Care Center, SC

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Dear AWCC Patient:

As the medical industry undergoes changes regarding insurance issues, increasing malpractice costs, and office overhead expenses; we are informing our patients of the following changes:

- You must present a current Insurance Card at the time of your visit. If you do not present your Insurance ID Card, the physician will not be able to see you today.
- Any outstanding balances, co-payments, and/or deductibles are expected to be paid at, or before, the time of your visit. If you are unable to make any of these payments, please discuss your situation with the office manager prior to your visit so that other arrangements can be made.
- If you have a "Flex Account" with your employer, your co-payment may be reimbursable. Please check with your employer, and keep a copy of your receipt of payment.
- Under certain insurance policies, telephone calls and prescription refill requests made by our office on behalf of the patient may be chargeable. Completion of insurance papers and/or copies of the patients charting information may also be chargeable.
- As of April 1, 2005, our office policies regarding Missed Appointments and Cancellation of Appointments are as follows:

Patients will be charged:

\$25.00 – Appointment Cancellations of less than 24 hours

\$35.00 – Missed Appointments without prior notice

- Fees for non-covered Ultra Sounds and/or laboratory fees will be collected prior to these procedures.
- **You will be responsible for charges not covered by your insurance. This will include, but not be limited to, provider fees for preventative services.**

Your signature, which is confirmation of your receipt of this notification and an explanation of any questions you may have, is required.

Signature

Date