



## NOTICE OF PRIVACY PRACTICES-ACKNOWLEDGMENT

We keep a record of the health care services we provide you. You may ask to see and have a copy of that record. We will not disclose your records to others unless you direct us to do so or the law authorizes or compels us to do so. If you have any further questions please contact our Privacy Officer.

Our **Notice of Privacy Practices** describes in more detail how your health information may be used and disclosed, and how you can access your information.

## FINANCIAL POLICY

We are committed to providing you with the best possible eye care. If you have medical insurance, we will bill your insurance carrier as a service to you. In order to achieve that goal, we need your assistance in understanding our payment policy.

**Payment for services is due at the time services are rendered** unless payment arrangements have been made in advance by one of our staff members.

Health care insurance today can be complicated therefore it is important that you understand the following:

1. Your insurance is a contract between you, your employer and the insurance company. **You need to make every effort to understand what your insurance company will and will not cover.**
2. Our fees generally are considered to fall within the acceptable range of most insurance companies, and therefore are covered up to the maximum allowance determined by each insurance carrier. The maximum allowance for your insurance company may **NOT** cover the entire cost of the visit. If this is the case **you are responsible for the remaining balance of the visit.** We accept cash, Visa/Mastercard and money orders.
3. Not all services are a covered benefit with all contracts. Insurance companies individually select services that may not be covered. For example, **some insurance companies do not cover routine eye exams and refractions, thereby making you responsible for the entire charge.**

As medical care providers, our relationship is with you, not your insurance company. We will gladly discuss your proposed treatment and answer any questions related to your insurance.

We realize that temporary financial problems may affect timely payment of your account. If this is the case please make every effort to contact us as soon as possible so that we can come to some agreeable payment arrangement to avoid being sent to collections.

**Thank You!**