

Julie Anne Winfield, MD
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OFFICE POLICY

Dear Patient,

We are committed to providing you with the best possible care. In order to achieve this goal, we need your assistance and your understanding of our office policies.

Please be aware that we are NOT a contract provider with any insurance company, and we have completely optioned-out as a Medicare provider and cannot bill Medicare. As a courtesy to you we are happy to submit your billings to your private insurance company for you. However, **you are financially responsible for all services performed and payment is requested at the time of your visit.** Please provide us with a copy of your insurance card if you would like us to electronically submit your claim.

Because we are not a contract provider, it is the responsibility of the patient to follow up with their insurance company regarding any reimbursement, processing or appeals.

Please remember our office has a 24-hour cancellation policy. Also, a credit card number must be given in advance to hold appointments for new patients as well as patients scheduled for cosmetic procedures including light and laser treatments, injection of Botox®Cosmetic, injection of filling agents, etc.

Payment for services may be made by cash, check, Visa, MasterCard, or American Express.

I have read and agree to the above policies.

Signature

Date