

PATIENT FINANCIAL RESPONSIBILITY POLICY

GENERAL

- All patient co-pays are due at the time of service.
- As a courtesy, claims from ALON Family Health services will be submitted to insurance(s) company on file.
- Any charge that the patient's insurance bills back to patient is due within 30 days of patient receiving their first bill from ALON Family Health.
- If patient is self pay, on day of visit patient must:
 - Pay balance in full; balances paid in full at the time of service are eligible for a 20% discount OR
 - Set up a payment plan leaving a credit card on file

PAST DUE BALANCES

- A past due balance is any balance owed after the insurance company has paid its portion, and where ALON Family Health has not received payment within 90 days.
- Any unpaid balances after 90 days are subject to be turned over to a collection agency.
- If a patient has a balance of greater than \$100 and is scheduled for an office visit, prior to being seen that day patient must:
 - Pay the balance in full
OR
 - Pay the greater value of \$50 or 25% of the owed amount and set up a payment plan to pay remainder of balance

PAYMENT PLANS

- A payment plan is an arrangement that may be made on the patients account based on a review of circumstances.
- Payment plans can be set up in multiple ways and ALON's billing office will work with our patients to insure it's convenient for both parties involved.