



ARIZONA DESERT DERMATOLOGY

MEDICAL RECORDS RELEASE

I, _____ herein request and authorize
Patient Name Date of Birth

Arizona Desert Dermatology & Surgery, P.C. to forward a copy or summary of the following medical records:

- Complete medical records
- Biopsy report(s)
- Lab report(s)
- Consultation reports
- Medication allergies
- Surgical procedure(s)

TO:

Doctor or Facility (Primary Care Physician)

Address City State Zip Code

Phone Fax

Patient Signature Date

Witness Date

Form is valid for one year from date signed

ARIZONA DESERT DERMATOLOGY- PAYMENT POLICY

A payment policy lets our patients know what we expect of them and what they can expect of us. We believe a well-crafted policy will prevent patients from being surprised about their financial obligation when they receive services. It will also give our practice some legal protection should a patient fail to pay what we are entitled to collect.

- Payment is due on the day of service, unless other arrangements have been made in advance.
- Self-pay patients are responsible for the entire amount billed for that day of service.
- Patients who have medical insurance are responsible for any amounts not covered by their insurance.
- If the patient's insurance company pays directly to the patient, the entire balance is due on the date of service. (i.e. BCBS Fed - we bill insurance on request only)
- Deductibles and copays are collected at each visit.
- Forms of payment accepted: personal checks, debit cards, credit cards, cash, and care credit
- We enlist a collection agency's help after three months of non-payment.

MEDICAL INSURANCE

Two common mistakes regarding medical Insurance:

- 1) Thinking that your insurance company is responsible for paying your medical bills.
- 2) Thinking that your medical providers are required to bill your insurance company.

The truth is consumers are responsible for their own medical debts. Meaning the consumers must ensure that their insurance company is billed in a timely manner and that it is being billed correctly.

As a convenience for you, most medical providers will offer to bill your insurance company. Accepting their offer doesn't relieve you of the responsibility of ensuring that the bill gets paid. The bottom line is that the consumer is still responsible for paying any medical debt. In some cases your insurance company will reject a bill or refuse to pay the bill, if this happens the provider will expect you to pay the bill. Unless you have disputed the debt, you are legally expected to pay the bill in a timely manner. You may have to argue with your insurance company or go through dispute resolution, but the provider is entitled to a timely payment. You may have to pay the provider yourself, and then work with your insurance company to get reimbursed.

Patient Signature _____ Date _____