



## The Seattle Arthritis Clinic

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SEATTLE, WA 98133

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[www.theseattlearthritisclinic.org](http://www.theseattlearthritisclinic.org)

### FINANCIAL POLICY

Our financial policy is a necessary part of assuring that we can maintain this vital health care service for our patients and the community. Charges for services are due and payable at the time of treatment, unless other arrangements have been made in advance.

If you have health insurance, it should be understood that it is an agreement between you and your insurance company; your therapist's bill is an agreement between you and your therapist. You are responsible for the payment or co-payment of your bill at the time of service regardless of the status of your insurance claim.

To assist you in getting reimbursement as quickly as possible from your insurance company, we will be happy to submit a copy of your bill to your carrier if you provide the bookkeeper with the necessary information, or we will provide you with a copy of your bill at the conclusion of your office visit. In the rare case that clients fail to make payments, it is necessary to send accounts to a collection agency. Please be aware that if such a situation occurs, clients are responsible for attorneys' fees and costs, or collection agency fees. A finance charge of 1.5% per month (18% per annum) may be assessed on all accounts 30 days or more past due.

**We appreciate your promptness for appointments. In the event you need to cancel an appointment, we require at least 24 hours' notice. SINCE APPOINTMENTS ARE RESERVED FOR ONLY YOU, IT IS NECESSARY TO CHARGE THE FULL SESSION FEE FOR ANY MISSED APPOINTMENTS WHICH ARE NOT CANCELLED 24 HOURS (BUSINESS DAYS, NOT WEEKENDS) IN ADVANCE.**

There will be a \$25.00 service charge on any check returned from the bank for nonpayment.

If you have any questions, please feel free to discuss them with your therapist or with Linda Kenyon, our billing specialist, at 1-800-831-3322

I have read and understood the above policy.

\_\_\_\_\_  
Patient's Signature

\_\_\_\_\_  
Date

