

CAROLINA

HEART & VASCULAR CENTER

Aiken Cardiovascular Associates

Aiken Cardiovascular Surgical Associates

INSURANCE AND BILLING PROCEDURES

Carolina Heart & Vascular Center strives to make the insurance filing and billing process for our patients as simple as possible. Our billing department is available to answer your questions between the hours of 8:00am and 5:00pm, Monday through Friday. Claims will be submitted to primary and secondary insurance companies. Any balance that remains after insurance has paid is the responsibility of the patient except as required by law for State and Federal reimbursement programs. If a patient is without insurance, payment in full is expected at the time of service. Arrangements for payment plans may be set up, with a maximum of 12 months in length. After 60 days, a 1.5% late payment fee will be added to any outstanding balance.

It is the patient's responsibility to see that all insurance information is current and accurate. Upon each visit, a copy of your insurance card will be made. It is also the patient's responsibility to contact their insurance company to verify physician status with their plan.

Statements with patient due balances are mailed every month. After two statements and with no payment received, the account will be transferred to collection.

PRIVACY INFORMATION

Please list any family member(s) or other individual(s) to whom we may disclose information about you:

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES:

A copy of the Notice of Privacy Practices has been given to me on the date signed.

Signature of Patient/Patient Representative

(Relation to Patient)

Date

Signature of Practice Representative

Date

If the acknowledgement cannot be obtained, describe the good faith effort made to obtain the acknowledgement and why acknowledgement could not be obtained. _____