

PHOENIX HEALTHCARE OF VIRGINIA, LLC

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TESTING FEES AND BILLING POLICY

Phoenix HealthCare of Virginia is an association of independent mental health professionals in individual private practice. The Responsible Party for this account is to provide complete and accurate information for billing and filing of insurance claims. It is the Responsible Party's responsibility to provide the Billing Office with any change in information, as soon as possible, and to complete any necessary forms.

PAYMENT is expected at the time services are rendered. This includes insurance deductibles, co-pays or the amount not covered by insurance. The balance is due at the time the statement is received unless other financial arrangements have been made with the administrative office. Our office cannot legally enforce any court orders regarding payment collection for services. Therefore, you should expect to make complete restitution for all fees and charges on this account.

INSURANCE; Phoenix HealthCare of Virginia will send claims to your insurance companies as a courtesy to our clients. Insurance policies are contracts between you and the insurance company; therefore, it is your responsibility to understand your insurance policy requirements and limitations. Please take the time to verify your insurance benefits. We cannot guarantee payment of claims. Independent mental health professionals choose individually which insurance carriers they wish to participate with. If the mental health professional associated with this account is a participating provider with your insurance carrier, the appropriate adjustment will be made to the account at the time an insurance payment is received. You are responsible for and expected to pay deductible, co-pay, insured portion for in network carriers, or for the difference between the amount that the out of network carrier pays and the amount of the charge. A copy of the insurance card is required and you are to supply all information necessary for our billing agent to file the insurance claim. Phoenix HealthCare of Virginia, LLC does not file claims for Court Ordered Evaluation.