



Our intent at Pediatric Partners is to notify our patients and families of our office policies and fees. If you have any questions, please call our office at 561.741.0000 to speak with a member of our team.

Our Payment Policy

- Payment for services provided: co-payment, coinsurance, or deductible is due at the time of your office visit.
 - Any balance not paid by your insurance carrier will be your responsibility.
- When you come for your office visit, please ensure that you bring your current health insurance card with you.
- We accept payment by cash, check, debit cards, Visa, MasterCard, and American Express.
- We will not refuse care to any patient due to the uncertainty of insurance coverage. However, please understand that you are responsible for any non-covered services.
- Please note that some insurance plans may not cover routine physical exams (including sports and camp exams), immunizations, or other routine services. It is the responsibility of the patient to verify coverage.
- Appointments scheduled in the evening, on weekends, or on holidays may be billed at a higher rate.
- If you have an outstanding balance over 60 days, you must arrange for payment before scheduling a routine physical exam, consultation, or immunization appointment. However, please note that Pediatric Partners will always provide care if your child is sick.

How We Bill Insurance Plans

- Pediatric Partners accepts insurance plans that we participate with or are in network with. However, in case we do not participate in your insurance plan, full payment is expected at the time of service. If you need a detailed receipt to submit to your insurance plan, please request it from Pediatric Partners.
- Please note that we won't submit claims to the insurance plans that we do not participate with or are not in network with. If the correct and current insurance information is not provided at the time of the service and the insurance plan refuses payment due to untimely filing, then the payment becomes your responsibility.
- You can find a current list of insurance plans that we accept on our website: www.pediatricpartners.com.

Self-Paying Patients

- Payment is due in full at the time of service. We offer a 35% administrative discount to all patients with insurance that we do not participate in. If your child is uninsured, ask about our Pediatric Partners Patient Assistance Program.

Pediatric Partners Patient Assistance Program

- At Pediatric Partners, we believe that every child deserves access to quality healthcare. To ensure that children in our practice without any medical insurance coverage still have access to healthcare, we have created an in-house discounted fee schedule for our services. However, please note that this offer does not apply to patients with high deductibles or insurance we do not accept. If you are unsure whether your child qualifies, please reach out to our medical receptionists or our insurance and billing office for more information.
- Please refer to the Pediatric Partners Patient Assistance Program Agreement for additional information.

Unpaid Accounts & Returned Checks

- Please note that if your insurance plan does not make a payment within 60 days, you will be responsible for paying your balance. You can then recover the payment from your insurance plan. If your balance remains unpaid after 90 days, your account will be referred to an outside collection agency. Please be aware that there will be a \$52 fee for each account that is referred to by the agency. Additionally, a \$36.00 fee will be assessed for all returned checks.





Medical & School Forms

- We would be happy to assist you with completing any school, college, athletic, or camp physical forms and/or immunization records during your child's PE appointment at no cost. Please ensure that you bring the appropriate forms with you at the time of your visit.
- If you require forms that require medical evaluation, such as sports forms, school forms, medication authorization forms, or FMLA forms, and you do not bring them during your appointment, we will need three business days to complete them, and a **\$35** fee will be charged.
- A physical exam form completed within the last year, and an immunization record can be obtained for a \$10 fee.
- Patients with unpaid balances exceeding 30 days will not be able to obtain their forms until their balances are paid in full.

Medical Records

- Before any records are released, a record release form must be completed and signed. If you are picking up the records, please allow 30 days before they are ready for pickup. If the records are being mailed, please expect additional time for delivery.
- If the records are not being directly released to another physician's office, they will be saved on a disk. However, there is a fee that must be paid before the release of any records. The fee is \$40 if the disk is picked up in the office, and \$50 if the disk is being mailed.

Thank you for choosing Pediatric Partners