



# Patient Responsibility Form

Thank you for choosing Women's Health of Chicago (WHOC) as your healthcare provider. We're honored by your choice and we're committed to the highest quality healthcare. We ask that you read and sign this form to acknowledge your understanding of our patient financial policies.

## Patient Financial Responsibilities

The patient (or patient's guardian, if a minor) is ultimately responsible for the payment for her treatment and care. We are pleased to assist you by billing for our contracted insurers. However, the patient is required to provide us with the most accurate and current information about their insurance coverage, and will be responsible for any charges incurred if the information provided is not correct or updated.

Patients are responsible for the payment of copays, coinsurance, deductibles, and all other procedures or treatment not covered by their insurance plan. Payment is due at the time of service, and for your convenience, we accept cash, check, and most major credit cards at our office. Patients may incur, and are responsible for the payment of additional charges at the discretion of WHOC. These charges may include (but are not limited to):

- \$30 Charge for returned checks.
- \$25 Charge for missed appointments without 24 hours advance notice
- \$150 Charge for extensive phone consultations and/or calls requiring diagnosis, treatment, or prescriptions.
- \$25 Charge for the copying and distribution of patient medical records.
- \$150 Charge for extensive forms completion.
- 15% of the total billed for costs associated with collection of patient balances.

## Patient Authorizations

By my signature below, I hereby authorize WHOC, physicians, staff, and associated hospitals to release medical and other information acquired in the course of my examination and/or treatment (with the exceptions stipulated below) to the necessary insurance companies, third party payors, and/or other physicians or healthcare entities required to participate in my care.

I understand that I must check one or more of the following types of health information in order to indicate that I authorize that information type to be released to insurance companies, third party payors, and/or physicians and/or healthcare entities required to participate in my care. By checking one or more of the following, the health information I authorize to be released may include:

- Diagnosis, evaluation, and/or treatment for alcohol and/or drug abuse.
- Records of HTLV-III or HIV testing (AIDS test) result, diagnosis, and/or treatment.
- Psychiatric and/or psychological records, or evaluation and/or treatment for mental, physical, and/or emotional illness, including narrative summary, tests, social work assessment, medication, psychiatric examination, progress notes, consultations, treatment plans, and/or evaluations.

By my signature below, I hereby authorize assignment of financial benefits directly to WHOC and any associated healthcare entities for services rendered as allowable under standard third party contracts. I understand that I am financially responsible for charges not covered by this assignment.

By my signature below, I authorize WHOC personnel to communication by mail, answering machine message, and/or email according to the information I have provided in my patient registration information.

By my signature below, I authorize WHOC to securely store my credit card information and only charge it should I have an outstanding balance or any leftover balance from a processed claim in the future. I am aware that the storage system used is fully compliant to the highest level of credit card storage security regulations. Once stored, I am aware that only the last 5 digits of my card are viewable by WHOC personnel. I understand that I am responsible for all charges for services that I receive from WHOC, and that if the patient responsibility portion of my charges (including charges applied to my deductible and/or coinsurance) is not paid in full within thirty (30) days following the receipt of the patient financial responsibility statement mailed from the WHOC Billing Office, WHOC will bill my stored credit card for the outstanding balance due.

I have read, understand, and agree to the provisions of this Patient Financial Responsibility Form:

Signature of Patient or Guardian Date

**Waiver of Patient Authorizations:** I do not wish to have information released and prefer to pay at the time of service and/or to be fully responsible for payment of charges and to submit claims to insurance at my discretion.

Signature of Patient or Guardian Date