



**PULMONARY MEDICINE, INFECTIOUS DISEASE
AND CRITICAL CARE CONSULTANTS**

MEDICAL GROUP, INC.

**Leaders in outcomes oriented, evidence based,
compassionate, cost effective care**

Thank you for choosing PMA to participate in your medical care. We are committed to providing the best possible medical care to our patients while also minimizing administrative costs. This financial policy has been established with these objectives in mind, and to prevent any misunderstanding or disagreement concerning payment for professional services.

All Patients are financially responsible for services provided by Pulmonary Medicine Associates

- PMA requires that you provide a copy of your current insurance card and photo ID at every visit.
- PMA participates with numerous insurance plans. For patients who are covered by one of these insurance plans, our billing office will submit a claim for our services, directly to your insurance.
- As a requirement of both PMA and your insurance company, Co-payments are due at the time of service.
- Payment of Co-Insurance or any charges not covered by your plan is required at the time of service.
- Payment is required in full at the time of service from uninsured patients, unless arrangements have been made with the Business Office in advance.
- Payment for services can be made with cash, check or credit card.
- It is the patient's responsibility to ensure that any required referrals for treatment are provided to the practice prior to the visit. Visits may be rescheduled due to lack of referral or authorization.
- PMA charges a missed appointment fee of \$50 if you do not come to your appointment for any reason, unless you cancel the appointment at least 24 hours in advance. Insurance does not cover this administrative fee. You will receive a bill.
- Any account over 90 days old will be turned over to a collection agency unless arrangements have been made with the Business Office, and any payment plan is up-to-date.
- Our staff members are happy to answer insurance questions relating to how a claim was filed, or regarding any additional information the payer might need to process the claim. However, specific coverage issues can only be addressed by the insurance company member services department. You can find this phone number on your insurance card.

Pulmonary Medicine Associates firmly believes that a good physician-patient relationship is based upon mutual understanding and good communication. All questions and communication about financial arrangements should be directed to the central business office (916) 482-7623. We are happy to help you.