

Senoia Family Medical Care
7285 Highway 16, Suite C
Senoia, GA 30276
(770) 599-0505 (phone)
(770) 599-3413 (fax)

Financial Policy

The financial policy of Greening Medical, Inc. (dba "Senoia Family Medical Care") is as follows. By signing the information below, you are agreeing that you have read and understand the following information:

- All co-payments, deductible amounts, and outstanding balances are due AT THE TIME OF SERVICE. We accept cash, checks, Visa, Mastercard, and Discover cards.
- Self-pay patients are expected to pay for services at the time of the visit.
- A \$35.00 service charge will be applied to your account on any returned checks.
- As a courtesy to you, we will file charges with your insurance company. Charges not paid by your insurance company within **90 days** will become patient responsibility.
- Please be aware that any unpaid balance over 90 days will be turned over to our collection agency. All collection and attorney fees associated with your account for uncollected debt will become your responsibility.
- The responsibility for payment of services rendered to dependent children whose parents are divorced rests with the parent seeking treatment. Any court-ordered responsibility judgement must be determined between the individuals involved and will not be considered by this office.
- If you would like a copy of your medical records, you will need to make a request in writing. The charge for medical records is \$0.75 per page. Please allow a minimum of two weeks for copies to be ready for pick-up.
- We ask that you please give our office a 24-hour notice for appointment cancellations. Failure to cancel an appointment before 24 hours of the appointment time will result in a no-show fee of \$25.00.
- After THREE (3) no-shows, Senoia Family Medical Care reserves the right to suspend any care at our facility, which will require you to find another primary care provider.

Patient Name (Print)

Patient/Responsible Party Signature

Date

Time