



PASADENA NECK & BACK PAIN CENTER, LLC
8096 Edwin Raynor Blvd, Suite A
Pasadena, MD 21122

HOME OFFICE
846 Darlington Road
Darlington, MD 21034

Patient Name: _____ Date: _____

OFFICE POLICY

Multiple appointments will be scheduled for your convenience, to minimize waiting and to facilitate incorporating these appointments into your daily routine. Regardless of how many appointments are scheduled for you each week, please note that it is the frequency of visits that count, and not the days.

Therefore, if you are unable to keep an appointment for any reason, we require that you call immediately to reschedule your appointment. It is your obligation to make up a missed appointment within the week of any cancellation. This office reserves the right to charge for missed appointments and those cancelled without 24-hour notice. Since that appointment is reserved for you, failing to show for any appointment without cancellation you will be charged a missed appointment fee of \$25.00 which is not covered by your health, auto, or worker’s compensation insurance. This fee will be due prior to your next appointment.

As a courtesy to you, this office will verify that your health insurance will provide you with chiropractic benefits. We will notify you of what your deductible is and if there is a balance due for your deductible this year, what the percent covered is and if there are any limitations to the payments. The insurance verification is not a guarantee of payment. We require you to personally verify your insurance so that you can confirm your health benefits. Your account in this office is ultimately your responsibility and any discrepancy between what is paid and what is quoted on the verification is your financial responsibility.

FINANCIAL POLICY

It is office policy that all services rendered in this office are charged directly to you, the patient, and that you are personally responsible for all payments, regardless of whether or not this office accepts insurance assignments.

- 1. Insurance Patients are considered a cash patient until you bring in all completed insurance forms and this office qualifies and accepts your insurance coverage.

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(410) 360-0014



www.raymondbarrydc.com



(410) 360-0064



info@raymondbarrydc.com