



FINANCIAL POLICY

At NeuroLife Chiropractic & Functional Medicine Center (NeuroLife) we are committed to offering the finest quality chiropractic neurology, functional medicine, and wellness health care services to our patients. It is our policy that our patients are charged fees that are reasonable and economically feasible for both the clinic, and our patients. To achieve these goals and to assure continued quality service we must ask for your help.

The responsibility for payment for our fees lies directly with the patient. It is NOT the clinic's responsibility to act as a patient's agent in negotiating payment from insurance companies, worker's compensation, Medicaid, or Medicare. However, we will send all insurance covered service charges to your insurance company on your behalf.

Patients are expected to pay at the time of service. The exceptions would be patients receiving insurance covered services under a worker's compensation claim, personal injury claim, auto accident, Medicare, Medicaid, or commercial insurance plans NeuroLife is in-network with. Co-payments and non-insurance covered services will still be collected at the time of service. The specific services provided by NeuroLife that are not covered by insurance due to the functional nature of its diagnostic/therapeutic use and therefore the patient's responsibility to be paid at the time of service include:

Videonystagmography (VNG) ♦ Acupuncture ♦ Diagnostic Laboratory Testing ♦ Bio Impedance Analysis (BIA) ♦ BrainTap ♦ Intense Functional Neurology Assessment Protocol (IFNAP) ♦ Report of Findings (ROF) ♦ Nutrition Consultation ♦ Supplements/Nutraceuticals ♦ Cold Laser Therapy ♦ Normatec

Monthly statements are sent to inform our patients of their status of their account. It is also a request for payment of all charges that have not been paid for. Unpaid charges past 60 days will result in the inability to continue care until the outstanding bill is paid. In the event insurance and personal payment exceeds our fees, a refund will be issued to the patient.

We understand that one's daily schedule can change quickly. If you are unable to keep your scheduled appointment with our clinic, you must notify us as soon as possible. A patient's missed appointment affects our clinic in several ways. Your first missed appointment (without prior notification) will be forgiven. Any subsequent missed appointments (without 24 hour notification) will be charged a fee of \$50 to your account.

If there are circumstances that are preventing a patient from complying with the financial policy of NeuroLife, other arrangements must be made with our billing manager.

We want to thank you for your cooperation in supporting NeuroLife by promptly paying for services rendered.

If you have any questions, please do not hesitate to contact our office at (701) 365-0999.

I have read, understood, and agree to the above policy.

Patient Signature _____

Date _____