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Absolute Health Chiropractic Clinic  
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## FINANCIAL POLICY

In order to provide the best quality service and to avoid any misunderstandings, we have outlined our Financial Policy for your perusal. It is our hope that you understand the procedures and policies necessary to assure the resources required to maintain the highest level of care for all our patients. Please take a moment to read through the Financial Policy below.

### PAYMENTS:

We request that payment be made *at the time of service*, with the following exceptions: Medicare Claims, Worker's Compensation Claims, and Auto Accident Insurance Claims. If there is a reason that you are unable to make the payment at the time of service, please contact our office prior to your appointment. We will be happy to work with you.

### CANCELLATION POLICY:

Your visit to our office is important. *Please make every effort to keep your appointment or notify us 24 hours in advance if cancellation is needed.*

**MESSAGE APPOINTMENTS MUST BE CANCELLED 24 HOURS PRIOR TO THE DATE AND TIME OF YOUR SCHEDULED APPOINTMENT. IF YOUR APPOINTMENT IS NOT CANCELLED WITHIN THE 24-HOUR TIME FRAME, A \$50 FEE WILL BE ASSESSED AND DUE IMMEDIATELY.**

### INSURANCE:

Please remember that your insurance coverage is a contract between *you* and *your insurance company*. We bill insurance carriers as a courtesy to our patients. All charges remain the responsibility of the patient regardless of the response (or lack of response) from the insurance carrier. In addition, any co-payments due are expected at the time of service.

### MEDICARE:

We are a participant of the Federal Medicare Program and will submit claims on your behalf to both Medicare and your Medicare supplement. If you have secondary insurance, please contact your carrier and request to be put on the *Crossover Plan* with Medicare. By doing this, any co-pays or amounts not covered by Medicare will automatically be forwarded to your secondary insurance for processing. **You are responsible for any co-payment or deductible amounts not covered by Medicare or your secondary insurance.**

### WORKER'S COMPENSATION:

If you sustain an injury or illness while working, you *must* report the injury to your employer immediately. The employer may direct care for you during the first 10 days. Following the initial 10 days of care, you can receive treatment with the physician **of your choice**. **You must notify your employer or worker's compensation carrier with your provider information.** Our office will need all appropriate forms and contracts to proceed with treatment and with billing for treatment. If it is later determined that you do not have a legitimate worker's compensation claim, you will be responsible for all charges.

I have read and understand the above-mentioned Financial Policy.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_