

LANSING INSTITUTE OF UROLOGY, P.C.

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1625 Ramblewood Dr.
East Lansing, Michigan 48823
Phone: (517) 324-3700
Fax: (517) 324-4588

Dear

Your Appointment Date is _____ with _____

We would like to welcome you to our practice and familiarize you with our scheduling/payment/ insurance policies.

THERE WILL BE A BASIC OFFICE FEE FOR ANY NO SHOW APPOINTMENTS. A 24-HOUR NOTICE IS REQUIRED FOR ANY CANCELLATIONS.

The type of insurance coverage you have will determine what *your* financial responsibility will be at the time of your visit. With this in mind, please help us help you by providing correct and current copies of your insurance cards.

Following is a brief explanation of the types of insurance we accept and whether or not we are a participating provider. **If we do not participate with your insurance, payment for your office visit and any small procedures will be expected at the time of your appointment.** As a courtesy, we will submit the claim for you.

WE **DO NOT** PARTICIPATE WITH:

BC / BS Traditional Messa-Commercial M-Preferred

Patients with the above type of insurance will be responsible for payment at the time of service. We will be more than happy to discuss payment arrangements prior to your appointment if payment in full is not possible. Please call and ask for our billing department to make arrangements.

WE **DO** PARTICIPATE WITH:

HMO/PPO/PPOM/PHCS

Blue Care Network

Community Blue

AETNA/PPO/Managed Care

Physician's Health Plan

Blue Choice

Medicare

Managed Care PPO/EPO

BC / BS PPO

Blue Preferred Plus

SPHN

Care Choices

Any other Commercial Ins (Check with your Coordinator)

All Medicare Advantage Plans/Medicare + Blue

If there is a co-payment and/or deductible, you will be responsible for those balances.

DIPLOMATES OF THE AMERICAN BOARD OF UROLOGY

Medicaid, you must have a current Medicaid card **before** seeing the doctor. We are sorry if this causes any inconvenience for you, but we will be happy to reschedule your appointment until you can obtain the authorization.

Worker's Comp/Auto Accident Claims will be billed for you if you provide all necessary information to our billing department. If not, you will be responsible for payment.

PLEASE BRING YOUR INSURANCE CARD WITH YOU AT EVERY VISIT. If you do not have your card we will have to re-schedule your appointment for a later date.

If you do not have insurance, payment will be due at the time of service unless previous arrangements have been made. For payment arrangements, call our billing department, they will be happy to help you.

Because we are a specialty office, late starts and delays are possible, please allow extra time for your appointment. We are sorry for any inconvenience this may cause you.

We hope this information has been informative and if you have any questions, please do not hesitate to call.

Thank you,

Lansing Institute of Urology, PC Office Staff
Billing Department (517) 324-3700, ext. 32

Att / «ApptComments»