



# NEW PATH PSYCHIATRY

1420 W Canal CT, Ste 20 Littleton CO, 80120

Tel: 720-466-1932

Fax: 720-802-7462

[office@newpathpsychiatryco.com](mailto:office@newpathpsychiatryco.com)

[www.newpathpsychiatryco.com](http://www.newpathpsychiatryco.com)

## Financial Policies & Credit Card Acknowledgement

The following are the financial policies and other important information of New Path PLLC, dba, New Path Psychiatry (“New Path”). Please take time to review all of the following information and sign at the bottom if you agree to be bound by it.

**DISCLAIMER:** HEALTH INSURANCE MAY NOT COVER YOUR THERAPY OR A PART OF YOUR THERAPY. IT IS YOUR OBLIGATION TO ENSURE YOU HAVE COVERAGE FOR ANY SESSIONS PRIOR TO PARTICIPATING IN THEM. IF YOU DO NOT HAVE HEALTH INSURANCE COVERAGE FOR OUR SERVICES, YOU AGREE TO BE PERSONALLY RESPONSIBLE FOR ALL CHARGES INCURRED AS PART OF THE SUBJECT SERVICES. Please verify your health insurance coverage when you arrange your first visit. As the patient, it is in your best interest to know and understand your insurance plan benefits. It is also important that you know your responsibility for any deductible, co-insurance, or co-pay amounts prior to your office visit. You are required to provide all information necessary so we can process your claim in a timely and efficient manner. If your insurance coverage changes during the course of your treatment, you must immediately notify us of that change.

Please know that we are here to help you if you have any questions.

### **SAME-DAY PAYMENT**

Both self-pay and insured patients are required to pay all costs due during each visit in-full at the time of an appointment. These charges may include co-pays, visit fees, additional services, and medicines. If requesting a sliding scale, note that more documentation will be required. Contact the front office for more details. Self Pay rates are **\$300** for new intake and **\$150** for follow-up appointments. Please note that you will be required to pay these rates if insurance lapses.

### **SPECIAL NOTICE:SELF-PAY AND UNINSURED INDIVIDUALS; GFE.**

If you are not insured or your insurance company will not cover the visit and there is no deductible to be met, you will be considered a “self-pay” patient. If you are uninsured or are self-pay, you have the right to receive a good faith estimate for the total expected cost of any non-emergency items or services. This includes costs related to tests, equipment, and hospital fees. Please see the disclosure regarding the “No Surprises Act” separately provided to you for more information or contact us for more information.

### **INSURANCE BILLING ACKNOWLEDGEMENTS**

**INSURANCE BALANCE:** All outstanding balances with your insurance must be paid in full prior to your next office visit or receiving supplements.

**INSURANCE CHANGES:** If your insurance changes during the course of treatment, you must provide this information prior to being seen at your next appointment. Many insurance companies require authorization that will not be backdated for any reason. If there is a time lapse between the effective date of your new policy and informing the clinic of your new insurance, you will be personally and financially responsible for any claims that are denied for any reason, including lack of referral or authorization.



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**IN-NETWORK INSURANCE:** Accurate and complete information is required at your first visit. We do not bill insurance for co-pays. If your policy requires a deductible or co-insurance, you are responsible for paying in full at each visit which will be collected 24 hours before your appointment.

**OUT-OF-NETWORK INSURANCE:** If we do not participate with your insurance company, you will be responsible for payment in full at the time of service. New Path will provide a superbill for you to submit to the insurance company, if you will like to be reimbursed.

**SECONDARY INSURANCE:** If you have a secondary insurance company that will provide coverage, it is your responsibility as the patient to submit all information prior to visit. New Path will attempt to submit all claims to the right insurance. Patient is still required to pay all claims in full if denied by insurance.

**INSURANCE DOES NOT COVER NATURAL MEDICINES:** I fully understand that all supplements, vitamins, medical grade food, nutritional powders, botanicals, homeopathic remedies, and cell salts are not covered by insurance.

You should also be aware that most insurance companies require that we provide them with your clinical diagnosis. We may be required to provide additional clinical information, such as treatment plans, progress notes or summaries, or copies of the record (in rare cases). This information will become part of the insurance company files. Though all insurance companies claim to keep such information confidential, I have no control over what they do with it once it is in their hands. In some cases, they may share the information with a national medical information databank. We will provide you with a copy of any records we submit to your insurance company if you request it. You understand and agree, by using your insurance, you authorize New Path to release such information to your insurance company. We will try to keep information limited to the minimum amount necessary.

## **ADDITIONAL FEE POLICIES**

**MISSED APPOINTMENT FEE:** you will be charged **\$75** for a missed appointment. This payment is expected before any further appointments can be scheduled.

**RETURNED CHECK:** There is a **\$35.00** fee for any check returned by the bank.

**PAST DUE ACCOUNTS:** In the event your account becomes past due, we will take necessary steps to collect the debt. If your account becomes past due over 120 days, your account will be referred to our collection agency. You will be charged for this service in addition to your current account balance. If we have to refer the collection of balance to a lawyer, you agree to pay all attorney fees and costs associated with such collection.

**COPIES:** Printed copies of lab work, chart notes, imaging, and invoices are billed at 65 cents per copy.

**REFUNDS POLICY:** Once medicines have physically left the office, we can no longer guarantee the integrity of them. To guarantee the health and safety of patients and the public at-large, medicines dispensed, mixed, or purchased from New Path cannot be returned, refunded, credited, or exchanged under any circumstances. All sales are final.



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All medicine containers and bottles will be inspected for integrity when they come in and leave the office. We reserve the right to make substitutions on medicines if the brand or dose of the prescribed medicine is not available at the time of purchase. It is your responsibility to communicate if you do not want a substitution and to check the medicines you've received prior to leaving the office with them.

I, the below-signed individual, agree to pay for the costs of all services and charges incurred and authorize New Path to charge my credit card on file for all such fees.

I understand a superbill will be promptly sent to me upon any payments made using the card on file.

I understand I must promptly notify New Path directly if anything changes in my credit card information.

### CHOICE OF LAW; VENUE.

By signing below, you understand and agree the law of the State of Colorado shall govern this Agreement, and all consents or other legally binding documents related to your treatment relationship with New Path, without regard to Colorado's choice of law principles. The courts located in Arapahoe County, Colorado shall be the exclusive venue for all disputes arising under this Agreement, relating to New Path services, or your professional relationship with us or our providers, and you specifically waive any challenge or defense to venue in that jurisdiction.

Entering the information/ your name below will represent your digital signature. By signing, you acknowledge that you have reviewed, understand, and agree to adhere to the policies listed above and have been given a reasonable opportunity to review them and ask questions.

**CONSENT AND AGREEMENT: BY SIGNING BELOW, I AGREE I HAVE READ, UNDERSTOOD, AND AGREE TO BE BOUND BY ALL THE POLICIES WITHIN THIS DOCUMENT.**

\_\_\_\_\_  
Signature of patient or responsible party

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name of patient

\_\_\_\_\_  
DOB

If signed by Responsible Party, please state your name, relationship to / authority to consent for patient:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Relationship/Authority

\_\_\_\_\_  
Name

\_\_\_\_\_  
Relationship/Authority