



Office Policies

BASIC POLICY:

Fee for service is due in full at the time the service is provided. We accept Visa, Mastercard®, Discover®, American Express, personal checks and cash.

PATIENTS WITH INSURANCE:

We bill all insurance carriers for you when surgery is performed. For office visits we file insurance with companies with which we have contracts. If we do not have a contract with your insurance company, you will be expected to pay at time of service and the staff will provide you with two copies of the receipt.

One receipt is to file your insurance and one receipt is for your personal records. All copayments and/or deductibles are due and payable at the time service is provided.

MEDICARE PATIENTS:

We file and accept assignment for Medicare. As a courtesy, we will also bill a secondary insurance for you.

All copayments and/or deductibles are due and payable at the time service is provided.

SURGERY FEES:

All copays, deductibles and payments for noncovered surgical procedures are due prior to your surgery.

Prior authorization may be required by your carrier.

NONCOVERED SERVICES:

Any care not paid for by your existing insurance coverage will require payment in full at the time services are provided or upon notice of insurance claim denial.

Accounts that are 90 days past due may be referred to a collection agency unless payment arrangements have been made with our business office. If you have a financial hardship, please let us know so that we might set up payment arrangements.

There will be a \$25 service charge for any returned checks.

PERSONAL INJURY CASES:

Our office does not bill insurance for auto accident or liability (law-suit related) cases. You are responsible for payment in full at the time of service. We will provide receipts and records if necessary. We do not accept liens.

Judith C. Milstead, MD • S. Dwight Vaught, MD • Dino Madonna, MD • J. Samuel Moak, III, MD

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