

DAN F. BAUTISTA, M.D., LLC
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OUR FINANCIAL POLICY

We are dedicated to providing the best possible care for you, and we want you to completely understand our financial policies.

1. Payment is due at the time of service unless arrangements have been made in advance by your carrier. We accept Visa, MasterCard and Discover.
2. Keep in mind that your insurance policy is basically a contract between you and your insurance company. As a service to you, we will file your insurance claim if you assign the benefits to the doctor—in other words, if you agree to have your insurance company pay the doctor directly. If your insurance company does not pay the practice within a reasonable period, we will have to look to you for payment. If we later receive a check from your insurer, we will refund any over payment to you.
3. We have made prior arrangements with many insurance companies and other health plans to accept an assignment of benefits. We will bill them, and you are required to pay a co-payment at the time of your visit. If there is any co-insurance amount, you will be responsible for these.
4. Not all insurance plans cover all services. In the event, your insurance plan determines a service to be “not covered”, you will be responsible for the complete charge. Payment is due upon receipt of a statement from our office.
5. We have set administrative fees for non-medical services that you may request from our office, to cover the costs and time that it takes to fulfill these services. Examples of such services are requests for medical records, filing of non-medical related forms/paperwork, but are not limited to these.
6. For any outstanding balance due to the office that is not paid within 45 days from receipt of an invoice statement, we may add the cost of collection services, interest, attorney fees up to and including court costs into the total balance. In addition, any checks returned by your financial institution will be charged an additional fee.