



We are pleased to inform you of the way we handle patient financial responsibility at Preston Surgical Center. Noting today's economic conditions we feel certain that you understand and appreciate the necessity for us to be diligent in our collection policies and procedures.

We have verified the Eligibility and Benefits for Outpatient Surgery available to you as member through your insurance carrier. In the event insurance rejects the claim, benefits are less than expected, or any procedures are performed in addition to what was scheduled, which is how your estimated financial responsibility was calculated, you will be notified and billed according to our billing policies and required to make the necessary payment arrangements to satisfy your account balance.

The Business Office hours are from 8:00 a.m. until 4:30 p.m. Monday through Friday. Feel free to call us any time during these hours if you have a question concerning your **estimated** bill or if you have any questions concerning our billing policy. We wish to maintain our professional relationships and hope to serve you well with the best surgical care available.

Sincerely,

Jennifer Clayborn

Business Office Manager

PATIENT/GUARDIAN SIGNATURE

DATE

PSC0121 Revised 04/02/2018

--