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PATIENT NOTIFICATION OF PAYER PAYMENT POLICIES FOR CERTAIN IN-OFFICE PROCEDURES

Please be aware that certain procedures performed in our office are not included in the standard office visit. These procedures will be billed separately and in addition to office visit charges. We have become aware that some insurance companies are classifying these procedures as “Surgery”/”Major Medical” and applying these charges to your deductible or additional co-pay amount. The result may be insurance payment for an office visit but not a procedure/test. In such cases, payment for the procedure will be due from the patient. Be assured that we are following accepted billing and coding guidelines and that all procedures/tests are performed in the best interests of patient care.

Examples of in-office procedures include but are not limited to:

Flexible Laryngoscopy: This procedure involves passing a long thin flexible fiber optic scope through the nasal cavity and into the throat. The fiber optic scope enables the physician to visualize areas of the throat not readily seen using the laryngeal mirrors.

Nasal Endoscopy: This procedure uses the flexible or rigid scope attached to a light source to view areas of the nasal cavities that cannot be viewed by the physician using standard nasal speculum and head light.

Tympanometry: An examination used to test the condition of the middle ear and mobility of the eardrum (tympanic membrane) and the conduction bones by creating variations of air pressure in the ear canal.

Audiogram: A hearing test at a range of sound frequencies.

Otoacoustic Emissions: A diagnostic evaluation of the cochlear hair cell’s function (a different type of hearing test).

Other in-office procedures like **biopsies** typically go toward a patient’s deductible as well.

Please speak with our office staff if you have any questions.

Patient or Responsible Party Signature

Date