

NORTH LINCOLN FAMILY MEDICAL CENTER  
FINANCIAL POLICY  
EFFECTIVE JANUARY 1, 2011

**INSURANCE INFORMATION:**

Patient is responsible to provide current insurance information. North Lincoln Family Medical Center will file claims as a courtesy to the patient. Patient is responsible to answer any questions the insurance company may have which is holding up payment (i.e. coordination of benefits, accident details, student status, etc.)

**Copays are due at time of service.** If insurance applies a deductible or co-insurance to the services, a statement for the balance will be sent out once a month, until it is paid in full.

It is the responsibility of the patient/guarantor to verify with the insurance company whether or not North Lincoln Family Medical Center is contracted and be aware of specific benefit exclusions or limitations. Questions about insurance coverage should be directed to your insurance carrier or your employer human resources department.

**SELF PAY/NO INSURANCE INFORMATION:**

Payment in full is expected at time of service. We accept cash, checks and credit/debit cards (Visa, Mastercard and American Express). There will be a \$35.00 fee for any returned checks and patient will be on a cash/credit card basis thereafter.

Payment plans are available for large balances. We expect to have the balance paid off within 6 months of the services. If charges are incurred after a payment plan is set up, the balance and payment will be adjusted accordingly. The same payment methods are available as noted above and we can accept credit card payment over the phone.

Accounts that are delinquent are subject to being sent to a collection agency and the patient and family members may be discontinued from our office. Also failing to keep appointments with our office is unacceptable, please call 402-477-6600 if you need to cancel or reschedule your appointment. After three failed to keep appointments, patient and family members are subject to discontinuation from our office.

**IMMUNIZATION INFORMATION:**

Uninsured children qualify to receive immunizations free of charge through the Vaccines for Children (VFC) program, however, a small administration fee will be charged for each vaccine given.

One copy of an immunization record will be given to the responsible party of the child. There will be a \$10.00 charge for any copies made thereafter.