



NEURODEVELOPMENTAL THERAPY SERVICES, INC.

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NTS FINANCIAL GUIDELINES - Effective January 1st 2007

The following is an explanation of the financial guidelines for the services provided by Neurodevelopmental Therapy Services.

Therapy Fees are based on CPT codes provided by the therapist and may fluctuate depending upon the modality performed. For ease of payment, co-pay amounts will be based on a flat fee of \$125 for in-center sessions and \$150 for in-home sessions.

1. Insured/responsible party must pay amounts due (i.e., co-pay, private pay, deductible, etc.) at the time services are rendered. **Please pay receptionist prior to leaving.**
2. If a therapy session is canceled at least one-half hour prior to scheduled therapy time, there will be no charge. **If you fail to appear for a scheduled session without prior notification, a no-show fee of \$50 will be collected.** Late arrivals will be charged as a full session.
3. NTS will gladly file insurance claims for our clients and will make one attempt to appeal each claim should charges be denied. **This in no way releases the insured of financial responsibility. Payment will be requested from the insured/responsible party for any and all monies (including but not limited to: deductible, co-pays, noncovered charges, etc.) not received from your insurance company.**
4. Should your insurance company or benefit level change, it is your responsibility to notify NTS immediately. Should nonpayment occur due to lack of notification of change, financial responsibility will become that of the insured/responsible party.

I have read and understand the above information. Insurance is a contract between you and your company. We are not a party to your contract. We will not become involved in disputes between you and your insurance company regarding deductibles, non-covered charges, co-insurance, secondary insurance, coordination of benefits, pre-existing conditions, COBRA or "reasonable and customary" charges other than to supply the factual information as necessary. **If you are covered by a COBRA policy, proof of payment is required on a monthly basis in order to continue with services. NTS will no longer file secondary insurance. All co-pays and deductibles will be collected at the time each service is rendered. NTS will provide you with the necessary documentation to obtain reimbursement from your secondary policy.** You are responsible for timely payment of your account. Collection services will be utilized for outstanding balances not paid in a timely fashion.

CLIENT

Signature of Responsible Party

Signature of NTS Representative

Date

Revised 12/06/06

Date