

FILE COPY - Please sign/date and return to us...keep the CLIENT COPY



**Payment and Insurance Reimbursement Policy – FILE COPY**

To our Valued Clients:

Kenneth M. Adams and Associates is a fee-for-service practice, which means we require payment at the time service is provided. We accept cash or check, and can process payment with most generally-accepted credit cards. At this time we are unable to accept debit cards.

We do not bill insurance companies directly but we provide our patients with receipts which include both procedural and diagnosis codes. Our patients are responsible for investigating what their individual insurance companies cover and for submitting requests to their carriers for whatever reimbursement they cover. **We are not a Medicare/Medicaid provider – do not submit bills to Medicare or Medicaid for payment.**

Each of the therapists at Kenneth M. Adams and Associates acts as an independent contractor, utilizing his or her own Tax I.D. or Social Security number. There is no Tax ID or “pin” number for the practice as a whole. Your reimbursement will be based on your insurance company’s policy regarding their acceptance of your individual therapist’s credentials.

Please contact us if you have additional questions, and thank you for choosing Kenneth M. Adams and Associates.

**YOUR SIGNATURE BELOW INDICATES THAT YOU HAVE RECEIVED A COPY OF THIS NOTICE.**

\_\_\_\_\_  
*Client Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Parent or Guardian*

\_\_\_\_\_  
*Date*

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