

REPRODUCTIVE + ENDOCRINE HEALTH

COMPREHENSIVE HORMONAL CARE

CREDIT CARD ON FILE POLICY

At Reproductive and Endocrine Health, we utilize a Card on File feature as a convenient method of payment for the portion of services that your insurance doesn't cover, but for which you are liable.

Your credit card information is kept confidential and secure and payments to your card are processed only after the claim has been filed and processed by your insurer, and the insurance portion of the claim has paid and posted to the account. You will receive one mailed statement regarding your balance. If the balance is not paid in full within 30 days of the statement date, then your credit card will be charged. You will receive a courtesy email alerting you of the date your credit card will be charged as well as a confirmation/receipt after it is processed.

If you do not want your card charged and prefer an alternate form of payment, it is your responsibility to call us prior to the payment deduction date to arrange for the alternate payment method. If you make a complete payment for the visit balance before the deduction date, then the card will not be charged.

I, the undersigned, authorize and request Reproductive and Endocrine Health to charge the credit card supplied, for balances due for services rendered that my insurance company identifies as my financial responsibility.

This authorization relates to all payments not covered by my insurance company for services provided to me by Reproductive and Endocrine Health.

This authorization will remain in effect until the balance is paid for this visit. The Card on File agreement will be renewed at each visit and does not remain active for future visits.

Patient Name (Print): _____

Patient Signature and Date: _____