



FINANCIAL POLICY FOR SURGERY

The surgery scheduling department works very diligently and makes every effort to get your surgery scheduled.

The policy at Ear, Nose & Throat Specialists of Illinois **requires a \$350 deposit for surgery** and the settlement of any existing balances before scheduling a surgery.

As your provider, we will file the claim with the insurance plan provider we have **on file for you**. We require that you disclose **ALL** insurance information, including primary and secondary insurance plans, as well as any change in insurance information.

Your insurance may pay **all** or a **portion** of the claim. Once your insurance processes the claim, Ear, Nose & Throat Specialists of Illinois receives the explanation of benefits. Any balances reflected will be billed to the guardian/patient.

You have already made a **\$350 deposit** when you scheduled this surgery; it will be reflected on your invoice. If you need to arrange a payment plan, please contact the billing department at (847) 824-8520 **before the invoice due date** to make arrangements.

If you need us to complete FMLA paperwork for you, our office charges a \$35 fee for this service. This fee is not covered by insurance.

NOTE: Your insurance policy is an agreement between you and your insurance company. Any fees not covered by your insurance company are ultimately your responsibility.

I have read, understand and agree to the above policy. I understand my financial responsibility to make payments for services provided to me and hereby authorize my insurance benefits to be paid directly to my physician's office. I understand that I am responsible for paying for non-covered services. I further authorize the release of pertinent medical information to my insurance carriers.

If you have any questions, please contact the surgery department at (847) 674-5585, select option four and follow the prompts.

Thank you!