



Center of Excellence in Spinal Care

**Fellowship Trained
Spine Surgeons**

Thomas M. Sweeney II, MD, PhD
Board Certified Orthopaedic
Surgery
CEO & Medical Director

David M. Karp, MD, MBA
Board Certified Orthopaedic
Surgery

David L. Scott, MD, PhD
Director of Research
Spine Fellow
Board Eligible Orthopaedic Surgery
Board Certified Internal Medicine

**Physical Medicine &
Rehabilitation**

William J. Cole Jr., DO
Board Eligible Physical Medicine &
Rehabilitation

**PAIN CENTER
at Southeastern Spine**

Medication Renewal Policy

Prescription renewals are always called in at 5 PM, once we complete office hours. Renewing prescriptions must be done during regular office hours. To expedite renewal of prescription medication, call your pharmacist first, they will then place a call to our office for the renewal.

We realize that emergencies arise that cannot be anticipated. However, we must insist that our patients anticipate routine medication renewals and abide by our policy of renewals during office hours Monday through Friday from 8:00 AM to 4:00 PM. Renewals called in to our office after 4 PM will be handled the next business day.

Patient/Guarantor Signature

Date

Our Financial Policy

Considerable care has been taken in setting our fees. We want to assure you that our charges accurately reflect the complexity of care rendered and the skill and expertise required for your care. Our fees are comparable with fees of other Orthopaedic Physicians in this area.

Insurance "Usual and Customary": Our fees are generally considered to fall within the acceptable range of usual and customary by most companies, and therefore are normally covered up to the maximum allowance determined by each carrier. Not all services are covered benefit in all contracts. Some insurance companies arbitrarily select certain services they will not cover.

Our Policy: Our policy requires payment at the time of service. All charges are your responsibility from the date services are rendered. We will assist you in filing your own insurance claim and will provide you with an itemized charge ticket that you can simply send to your insurance carrier to expedite your reimbursement. We must emphasize that as medical care providers, our relationship is with you, not your insurance company.

HMO & PPO Members: If you are a member of an HMO or PPO, in which we participate, your deductible or co-payment is required at the time of service. You are also responsible to see that we have a current referral/authorization for each visit if your insurance carrier requires one. If you come to the office for an appointment without a valid authorization, you will not be seen.

Private Insurance: Our office files insurance claims to all insurance carriers who we participate with. Please check with our office personnel to be sure that your insurance is one that we file. All services we submit on your behalf are still your responsibility. We expect monthly payments on all services 30 days and older.

Medicare: We are participating with Medicare. Our office submits all charges to Medicare. We also as a courtesy file to your supplementary insurance in most cases.

I have read and understand my financial responsibilities under this Policy.

Patient/Responsible Party Signature

Date

SARASOTA-PRIMARY OFFICE
5922 Cattlemen Lane, Suite 201

Phone: 941.371.9773 Fax: 941.556.0341

Please direct all correspondence to primary office.