



Important Information for our Patients Regarding Annual Well Woman Exams

Our office makes every effort to follow the current coding practices for reporting medical services as dictated by Federal Law and the American Medical Association (AMA). These regulations can be quite complicated and generate many questions from our patients. The purpose of this handout is to clear up any confusion caused by these complicated rules regarding the billing of Preventative and Screening Services.

The Well Woman or Preventative Medicine charges for our practice include:

- A complete history and examination in addition to a breast and pelvic exam. There will be questions about other medical conditions and counseling on risk factors such as: sexually transmitted disease prevention, diet and exercise, stress management, smoking cessation, Self Breast Exams, birth control, menopausal symptoms and hormone replacement therapy;
- The collection/preparation of Pap smear specimen is included if indicated; it will be submitted to a lab and will be billed by that entity.
- Appropriate laboratory and diagnostic tests, such as a mammogram and DEXA, may be ordered and will be billed by those entities. **Please know your benefits concerning additional labs or tests as we do not verify for other entities (i.e. Quest Lab, or imaging offices).** _____ (Initial)
- Immunization administration, vaccine/toxoid products and other procedures are not included.

As outlined above, discussions about problems and conditions you are being treated for, that is under control, is considered an integral part of the Well Woman exam and cannot be billed as a “sick visit” under Federal Compliance rules. If a separate problem is identified, addressed or treated during the course of the Annual Exam, we are required to submit our claims based on the documentation in the medical record of the service provided to you. This may result in a second office visit charge and/or second co-pay.

If at the time of scheduling your Well Woman Exam, you are aware of problems you would like to discuss, we recommend scheduling a separate “problem appointment”. If you are scheduled for your Well Woman Exam today and are aware of problems you would like to discuss, please inform the nurse. In this event, your appointment may be converted to a “problem appointment” due to the time restraints and to avoid additional costs to you.

You as the insured will be responsible for payment as dictated by your insurance plan of all co-payments and deductibles at the time of service. **AGAIN, IF AN ADDITIONAL PROBLEM IS TREATED OR ADDRESSED DURING THIS EXAM, THERE MAY BE AN ADDITIONAL CHARGE THAT YOU WILL BE RESPONSIBLE FOR.** _____ (Initial)

I understand the above information and agree to pay any charges incurred due to discussion / treatment of a problem during a Well Woman Exam.

Respectfully

Cornerstone OBGYN

Patient Signature

DOB Date

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