



ACCOUNT APPLICATION AND UPDATE FORM

Open New Account Update Existing Account

PRIMARY PRACTITIONER

Name: Degree: NPI: PECOS (Medicare) status: Enrolled Opted-Out Unknown Signature: X

Required: Please attach a copy of your license or voided prescription form.

PRACTICE/CLINIC PHYSICAL LOCATION

Practice/Clinic Name: Main Phone: Extension: Address 1: Other Phone: Description: Address 2: Fax: City: State/Province/Region: Email: Postal Code: Country: Email 2:

ADMINISTRATIVE CONTACTS

Lab Contact/Title: Phone: Email: Office Contact/Title: Phone: Email: Shipping Contact/Title: Phone: Email: Billing Contact/Title: Phone: Email:

SHIPPING ADDRESS

This is the address where we will send collection kits. No PO boxes allowed.

Same as practice/clinic physical location

Name/Attention: Address 1: Address 2: City: State/Province/Region: Postal Code: Country:

BILL TO ADDRESS

This is the address where we will send invoices.

Use practice address Use shipping address

Name/Attention: Address 1: Address 2: City: State/Province/Region: Postal Code: Country:

HOW DID YOU HEAR ABOUT US?

Conference: Email/Newsletter Website Referred by: Other:

EMAIL OPT-IN ADDRESS

Check here to opt-in an email address to receive promotional and informative emails. We will never sell your name to any other party and you can opt out at any time by contacting us at info@doctorsdata.com

Email Address:

US & CANADA REPORT DELIVERY METHODS

All accounts have online access to results. If selected, Doctor's Data will mail hard copy reports to US & Canada clients.

Mail hard copy reports (N/A outside US & Canada). Mail to: Practice Location Shipping Address Billing Address Don't mail hard copy reports; download only. Email "results ready" notification to:



**FINANCIAL RESPONSIBILITY FORM**

**PROMPT PAYMENT AGREEMENT**

I wish to participate in the Doctors Data, Inc./Labrix Prompt Payment/Professional Price Discount program. I understand that tests will be charged according to the current Prompt Payment/Professional Price Fee Schedule(s), unless otherwise described below, and I agree to comply with the following:

I understand that if I mark the requisition "Bill Practitioner Account" or select "Always Bill Practitioner Account" option below, charges will be billed to my account, and I agree to pay all outstanding balances in full within 30 days of the invoice date. I understand that all accounts are subject to credit review/approval, that credit limits may be established and that unpaid balances over 30 days old are subject to a monthly service charge of 1.5%.

I understand that patient prepayments on Doctor's Data tests will be charged according to the DDI Prompt Payment Fee Schedule; and that patient prepayments for Labrix tests will be charged according to the Labrix Collect Fee Schedule.

I understand that the Prompt payment/Professional Price/Labrix Collect fee schedules are not available when "Patient billing or Insurance/Medicare billing" is selected and that these tests will be charged according to the List Price fee schedule.

Practitioners in NY, NJ, and RI may not send payments or have charges billed to their account. In these states, financial transactions by the laboratory may only be made directly with patients.

The undersigned agrees to be responsible for payment for tests billed to his or her professional account and to comply with the terms listed above:

Name: \_\_\_\_\_ Signature: **X** \_\_\_\_\_ Date: \_\_\_\_\_

**CREDIT CARD AUTHORIZATION**

*Providing a credit card on file is optional for US accounts and mandatory for all accounts outside the US.*

I authorize Doctor's Data, Inc. to charge my outstanding monthly balance to this credit or debit card each month.

Card Type:  Visa  MasterCard  American Express  Discover

Name on Card: \_\_\_\_\_

Card Number: \_\_\_\_\_ Expires: \_\_\_\_\_

Cardholder Signature: **X** \_\_\_\_\_

**OPTIONAL BILLING METHODS PREFERENCE**

- Enable all billing methods** and bill as requisition is marked (Default billing method)
- Never bill practitioner account;** only allow patient prepay, or insurance/Medicare. (Required in NY, NJ, & RI)
- Always bill practitioner account;** no patient payments, or insurance/Medicare billing. (N/A in NY, NJ, & RI)