

## MIMI LEE, M.D., P.A. APPOINTMENT and FINANCIAL POLICIES

Thank you for choosing Mimi Lee, MD, PA. Our mission is to provide you the highest level of professional care. Due to the high demand of appointments and amount of time Dr. Lee dedicates to each and every patient, the following policies are established to provide our patients the best and timely services. Please read and sign the following policies prior to being seen by our physician at Mimi Lee, MD, PA.

Although Dr. Lee is a provider for some insurance plans, she has dedicated her entire practice to cosmetic evaluation and treatment. These services are not medically necessary and are excluded from insurance coverage. Therefore, payments are collected in full either before or at the times of any cosmetic service.

**A \$50 deposit is collected when scheduling an aesthetic consultation, vein consultation, or sclerotherapy spider vein treatment.** The deposit will be applied to charges incurred on the appointment date. **A \$300 deposit is collected when scheduling a filler procedure** to block off an extended amount of physician time.

Let us know if you would like us to place you on the waitlist for an earlier appointment when available.

**We call or text to confirm your appointment 48 hours in advance based on the contact information provided to us.** We request your courtesy and cooperation to honor your scheduled appointment. We understand that a situation may arise that could force you to postpone your appointment. If you cannot keep your scheduled appointment, please give advance notice for us to replace the affected appointment.

**If a patient fails to provide the 48-hour advance notice of cancellation or rescheduling of the appointment, the deposit will be forfeited as Missed Appointment Fee** to cover physician's loss. **A new deposit will be required to reschedule the appointment or procedure.** If a patient cancels or reschedule procedure more than once, the deposit will be forfeited regardless of notice received to compensate surgeon's blocked time loss for 2 treatment sessions. After canceling/ rescheduling/ missing three appointments within a year, a patient may be dismissed from our practice due to lack of commitment to own care which impairs our ability to provide quality care. We are happy to work with you to find a timely, convenient appointment.

We accept Cash, Personal check, Cashier's check, Debit card, Visa, MasterCard, Discover, or American Express. You will be charged a bank fee for any returned checks for any reason. Affordable payment plans are available through CareCredit®. If you are interested, please ask anyone of our staff or visit [www.carecredit.com](http://www.carecredit.com). You will be responsible for any additional collection and/or legal fees incurred to the delinquent account(s). If you have any questions or need assistance with financial matters, please call (501) 224-0880.

*Beneficiary Agreement: I have been notified by my physician Dr. Mimi Lee (Mimi Lee, MD, PA) that she does not file insurance for cosmetic consultations or treatments because they may be deemed not a covered procedure for the following reasons: "not medically necessary, cosmetic, non-health purpose, insurance policy exclusion". I agree to be personally and fully responsible for the services.*

I have read and understand the above stated policies:

Patient Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_

Date \_\_\_\_\_

revised 3/2022