

**ELECTIVE COSMETIC PROCEDURE FINANCIAL POLICY**

The Elective Cosmetic Procedure Financial Policy describes how we will work with you to help you to understand and meet your financial obligations for payment of the practice fees and outside fees (facility and anesthesia fees). Please do not hesitate to contact your Patient Coordinator (Lori) at **630-348-3000** if you have any questions.

**Elective Cosmetic Surgery**

Elective cosmetic surgery is not a benefit that is paid by most health insurance plans. We expect full payment **seven days** prior to the day of your scheduled procedure. Payment for your elective cosmetic surgery is on a strictly cash basis. If you attempt to bill your insurance plan, the cosmetic surgery discounted rates quoted on the Procedure Cost Estimate (PCE) are void and full charges will apply. Please see the *Payment Due Dates* section for additional details on payment. We will be happy to explain the charges for your procedure to you. You will receive a PCE that contains additional information regarding your costs specifically related to your procedure.

**Payment Due Dates**

This information explains payment due dates and payment methods for our consultation, surgeons, and facility fees.

- **Consultation Fee:** A \$100 cosmetic consultation fee is due prior to your consultation with the physician. If you schedule a procedure with our physician, the \$100 consultation fee will be applied toward your practice fee listed on the PCE. For scar revision consultations; the consultation fee is \$250 and will be applied towards your practice fee listed on the PCE. Consultation for a second opinion or a revision to a previous surgery (not performed by our physicians) have a \$250 consultation fee and is **not** applied toward the PCE. Consultations apart of any form of litigation have a \$500 consultation fee which is due prior to meeting with the physician and is **not** applied toward future services or procedures. Consultation fees are non-refundable. Consultation fees collected expire within 1 year of the collection date, and will **not** be applied towards the practice fee listed on the PCE after this time.
- ✓ **Practice Fees:** Your initial 50% surgical reservation fee is due on the day you schedule your procedure. The surgical reservation fee is equal to half of the practice fee as quoted on your PCE. The remaining 50% balance is due **seven days** prior to the scheduled procedure. If payment is not received within this timeframe, your surgery reservation will be released to another patient and the surgery will be cancelled. Surgery will not be performed unless the practice fee is paid in full.
- ✓ **Outside Fees (Facility & Anesthesia):** Outside fees are due at least **seven days** prior to the scheduled procedure. Payments can be collected at our office or paid to the outside locations directly. Surgery will not be performed until the outside fees have been paid in full. (See your specific facility site contract for details)
- **Payment Methods:** For your convenience we accept cash, personal checks (up to seven days before your procedure), cashier's checks, certified checks, most major credit cards, and CareCredit financing. You are able to pay in person at our Warrenville office or by phone (630-348-3000). Payment collected directly at a facility will not accept CareCredit.
- **CareCredit:** CareCredit is the only financing we make available to our patients. Patients must be approved for financing prior to scheduling their procedure. With CareCredit, **all** fees are due **14 days** prior to your scheduled procedure.
- **Additional Charges:** The PCE is the most accurate pre-procedure determination that can be given to you regarding the cost of your procedure. However, these amounts **can** change if additional, unforeseen, and/or alternative procedures are necessary. **If the actual length of time it takes to perform your procedure is greater than the amount of time quoted on your PCE, you will be billed for the additional balance** If a revisionary procedure of the original surgery is necessary; there **will** be additional practice and outside fees.
- **Cancellation:** If you cancel your scheduled surgery less than seven days prior to the expected/scheduled surgical date, 50% of your surgical reservation fee will **not** be refunded and will **not** be applied to future services. *If you financed your cosmetic surgery through CareCredit and you cancel the procedure the processing fees of the loan may not be refunded.*

**I have received a copy and understand this financial policy. I agree to adhere to the financial policy requirements.**

\_\_\_\_\_  
 Patient Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Physician/ Witness Signature

\_\_\_\_\_  
 Date