

# Memphis Internal Medicine

A Division of  
Consolidated Medical Practices of Memphis, PLLC  
7205 Wolf River Blvd., Suite 100  
Germantown, TN 38138  
Telephone (901) 684-1322 Fax (901) 682-6368

James K. Ensor, M.D.  
Mohan Gehi, M.D.  
Tina M. Todd, APN, BC

Frederick Pelz, M.D.  
Michael E. Posey, M.D.  
David M. Sharfman, M.D.

## OFFICE POLICY ON MANAGED CARE INSURERS

Memphis Internal Medicine, PLLC has enrolled in numerous managed care insurance programs to accommodate the needs of our patients.

With each insurance program, there are many individual requirements of the plans having different stipulations regarding what services are covered and how often they may be performed. These plans differ depending on what type of contract your employer has negotiated.

Because we do not have access to each employer's guidelines and stipulations, we must rely on you, the patient, to inform us EACH time of service exactly what those guidelines and stipulations are. We also rely on you to provide a current insurance card.

Unfortunately, if you do not provide a current insurance card or inform us of special requirements in your insurance contract such as the need to use a **preferred lab, screening/preventative/wellness care, hospitalization, and/or out-patient procedures** that are non-covered, we will not accept responsibility for the related charges. Payment for those charges is then your responsibility.

Please check with your insurance if you have any questions relating to the services we provide. We want you to receive all the benefits offered to you.

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I have read and understand the office policy stated above and agree to accept responsibility as described.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date