

**J. MICHAEL PUTMAN, M.D. & ASSOCIATES
ADVANCED GYNECOLOGIC ENDOSCOPY**

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**IMPORTANT NOTICE REGARDING INSURANCE PLANS,
LABORATORY CHARGES & OFFICE MEDICATIONS:**

Due to changing insurance guidelines, as of January 1, 1999, please read the following guidelines:

1. If you have a schedule of benefits or Insurance Coverage Manual, please bring this or a copy of pertinent coverage with you.
2. Please find out if your insurance requires a **Referral Number, Authorization, or Pre-certification for Office Visits, Treatments and/or Procedures. Please be familiar with your co-pay amount for each visit.**
3. Most insurance plans require the patient to meet a yearly deductible, as well as a portion of some procedures, (i.e. Surgery) before the insurance will pay. Please know this information so you will understand your personal payment requirements.

We appreciate your effort to familiarize yourself with your insurance coverage

REGARDING LABORATORY:

1. If your treatment requires lab tests with results available that same day (STAT TEST), you will need to sign a waiver agreeing to pay for the test plus the stat fee on the day of service.
2. Certain Specialized Laboratory tests (i.e. Reproductive Immunophenotype, Embryo Toxicity Assay, comprehensive Semen Analysis) may not be available from the laboratory that contracts with your insurance company. **YOU WILL BE EXPECTED TO PAY FOR THESE TESTS ON THE DAY OF SERVICE.**

REGARDING OFFICE MEDICATIONS:

Injectable medications provided in this office will no longer be filed with your insurance company. You can obtain a prescription for these medications from the office, fill it with your insurance company's designated pharmacy, return to this office with the medication and we will administer the injection. We will file your insurance company for an injection fee. However, **if you choose to obtain the medication from this office, you will be expected to pay for it on that day.**