

After Hours Psychiatry - Aaron Alaniz, MD

Informed Consent to Treatment Form

At my own discretion I am requesting treatment at the office of Aaron Alaniz, MD, and After Hours Psychiatry, PLLC. I know that my treatment may consist of pharmacotherapy (medications) or a combination of psychotherapy and pharmacotherapy. I do hereby also voluntarily consent to such treatment involving routine diagnostic procedures (including random drug screens, if applicable) and medical treatments as considered necessary by Aaron Alaniz, M.D. I acknowledge that no guarantees have been made to me concerning the results of any treatment or examinations to be rendered.

I will be educated to the benefits and potential side effects or reactions that may result from any prescribed medication. I am aware that I have the right to request a copy of medication information resources for my use. These handouts contains detailed information about prescription medications, adverse affects, and appropriate warnings. I have the right to ask questions regarding my treatment and expect that my questions will be answered to my full satisfaction. If I do withdraw from treatment, I have the right to have a referral to another practitioner for alternative treatment. I agree to allow the clinic to make this document a permanent part of my patient record.

Finally, I understand and will expect that all papers and documents concerning my treatment at the office of Dr Aaron Alaniz will be kept confidential. No information concerning my treatment can be released without my specific written consent except as required by law or in a situation deemed potentially life-threatening. According to Federal Regulations, licensed providers are mandated to report information that professional judgment would determine constitutes threat or serious harm to self or others, or indicates child or elder abuse or neglect. You have my consent, without reservation, to release any such information about me without further written approval.

Patient's Name (printed)

Signature of Patient or Legal Guardian

Date Signed

Adult New Patient Billing Forms

Aaron Alaniz, M.D. 154 Bella Katy, Drive, Katy, TX 77494 T: 281-978-2515 F: 281-978-2895

PATIENT INFORMATION													
Please fill out all applicable spaces and print legibly													
* Denotes a Required Field													
* Patient's Last Name			* First		Middle	<input type="checkbox"/> Mr	<input type="checkbox"/> Miss	Marital Status					
						<input type="checkbox"/> Mrs	<input type="checkbox"/> Ms	<input type="checkbox"/> Single	<input type="checkbox"/> Mar	<input type="checkbox"/> Div	<input type="checkbox"/> Sep	<input type="checkbox"/> Wid	
* Social Security		Home Tel		Mobile Tel		Work Tel		* Birth Date		* Age	* Sex		
								/ /			<input type="checkbox"/> M <input type="checkbox"/> F		
May we call this number?		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No							
May we leave a message?		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No							
* Street Address				* City		* State		* Zip Code		E-Mail Address			
* Do we have permission to contact you at the above address concerning billing and medical matters?										<input type="checkbox"/> Yes <input type="checkbox"/> No			
* Name a Local Friend or Relative						May we call her/him?		* Relationship to Patient					
						<input type="checkbox"/> Yes <input type="checkbox"/> No							
Street Address				City		State		Zip Code		* Telephone			
Referred By:		Name:		Tel:		Online:		Publication:					

FINANCIAL RESPONSIBILITY											
* Last Name		* First		Middle	Social Security #		Relationship to Patient		May we contact him/her?		
* Address				* City		* State * Zip Code		Indicate your Preferred Method of Payment		We accept <input type="checkbox"/> Cash <input type="checkbox"/> Check	
								<input type="checkbox"/> Credit Cards			
Visa/MC/Amex/Diners/Discover Card #				* Expiration Date		* Security Code ¹		* Signature			
<p>CONSENT I consent to the rendering of medical care, which may include psychotherapy and medication treatment and any such treatment as Aaron Alaniz, MD deems necessary. I understand that I am not compelled to engage in psychotherapy and/or take medication and I may decide to stop it at any time. I understand that it is my responsibility to promptly notify Aaron Alaniz, MD if there are any unexpected changes in my condition and/or if any problems arise relating to my treatment and/ or if I do decide to terminate treatment. I also understand that although Aaron Alaniz, MD believes that psychotherapy and/or medication will help me, there is no guarantee that my condition will improve or as to the results that might be expected. I understand that I have the right to consent or to refuse consent, to any proposed procedure or therapeutic course.</p> <p>FINANCIAL RESPONSIBILITY AND FINANCIAL AGREEMENTS I acknowledge full financial responsibility for services rendered by Aaron Alaniz, MD. I further guarantee the full and complete payment of all charges for medical care rendered by Aaron Alaniz, M D. This is a guarantee of payment and not merely of collection, and I agree to be directly responsible for the payment of all charges. I understand that the payment of charges incurred is due at the time of service or must be received within 30 days of the date of the statement unless other definite financial arrangements have been made prior to treatment. I understand that Aaron Alaniz, MD reserves the right to charge a reasonable, cost-based fee for costs related to copying, labor and supplies, telephone transmissions and postage incurred at my request. I understand that I may be asked to sign a Payment Schedule Agreement for any overdue balances.</p> <p>CREDIT/DEBIT CARD AUTHORIZATION AGREEMENT I, as a Cardholder/s, authorize transfer of all fees, unpaid amounts and/or balance/s to my card above prior to services or as such payments become due and without further notice to or authorization by me. By giving signature above I authorize my credit card company to accept the charges in lieu of an imprinted sales draft.</p> <p>NON-PARTICIPATING PROVIDER I understand that Aaron Alaniz, MD is a non-participating provider; that is a physician non-affiliated with an insurance company.</p> <p>OUT-OF-NETWORK BENEFITS AND NON-COVERED SERVICES I understand that it is my responsibility to contact the insurance company to determine my out-of-network benefits. I understand that some benefits are not covered under my plan, and coverage determinations and payments of claims are subject to all the eligibility, coverage, exclusions, and limitations listed in my contract. I further understand that I may be charged for services which may be deemed as medically unnecessary by my insurance carrier. I assume full financial responsibility if benefits for non-covered services are denied.</p> <p>PRE-CERTIFICATION OF SERVICES I understand that it is my responsibility to obtain pre-certification of services prior to the initial consultation or service. I further understand that it is my responsibility to maintain and renew such pre-certification of medical services during the course of treatment. I assume full financial responsibility if benefits for non-authorized services are denied.</p> <p>CANCELLATIONS FEE Please be advised that we reserve the right to charge for missed appointments not cancelled with at least 24 hours notice.</p> <p>MISSED APPOINTMENTS FEE A charge equal to the fee for the session will be assessed to your account for failure to attend a scheduled session.</p> <p>DISCLOSURES I hereby certify that to the best of my knowledge and belief, all statements made on this form are complete, true and correctly recorded. I also understand that failure to complete a required section or to enter accurate, complete and updated personal and medical information may result in denial of all benefits or may delay the processing of my information and/or claim.</p>											
<p><i>By signing this form, I am acknowledging that I have read, understand and agree to all of the above and give my consent for treatment</i></p> <p>* Signature of Patient/ Parent or Legal Guardian</p> <p>_____</p>										<p>* Date</p> <p>_____</p>	

INFORMED CONSENT

Listed below are important facts regarding your treatment. Please read this page carefully. If you have any questions, please ask Dr. Alaniz or staff.

Services: Initial evaluation typically last 60 minutes for adults to determine a medical diagnosis and treatment plan. Follow-up visits range from 20-30 minutes per session. You and Dr. Alaniz will discuss your treatment needs and schedule follow-up visits accordingly. If you have questions about your care, please ask for clarification.

Previous Records: In order to facilitate our work, records from your previous mental health treatment(s) may be requested with your permission.

FEE SCHEDULE

ADULT DIAGNOSTIC INTRVIEW	\$350.00
ADULT FOLLOW-UP	\$200.00
\$150.00	No Shows for appointments without 24 hour notice
\$150.00	Reschedule/Cancellation without 24 hours notice
\$0.00	Phone Consultation 1-5 Minutes
\$50.00	Phone Consultation 6-15 Minutes
\$100.00	Phone Consultation 16-30 Minutes (Moderate
\$150.00	Phone Consultation 31-59 Minutes (Extended
\$35.00 per 15 minutes	Written Notes to be completed by the physician for non-legal purposes.
\$35.00	2 nd Stimulant Prescription which requires an Additional Prescription by the Physician
\$200.00 per hour	Review of records for court and other legal purposes and requires a \$1000.00 retainer to be paid prior to these services.
\$350.00 per hour	Court Testimony-to include travel time if within 50 miles, stand-by efforts, written and oral correspondence with legal representative, and any other work related to the case. Requires \$3500.00 retainer to be paid prior to these service. For testimony that occurs in the court room on the stand, this will be billed in 4 hour increments.

Travel time beyond 50 miles will require this hourly fee billed at 8 hours per day regardless of the amount of time spent on the case ~ In addition to all expenses for purposes of travel, lodging and meals, a \$7000.00 retainer fee is due prior to travel.

Missed Appointments: If you need to cancel an appointment, please give 24 hours notice. If 24-hour notice is not given, you will be charged the full appointment fee. Insurance companies will not reimburse for this charge.

Termination of Doctor-Patient relationship: failure to follow the prescribed treatment plan, failure to keep routine appointments, and/or failure to meet financial obligations may result in termination of services. Medical records will be provided to your physician upon receipt of signed medical release form.

Patient's/Guardian's Signature: _____

Patient's/Guardian's Printed Name: _____

Date: _____

FINANCIAL RESPONSIBILITY AND PATIENT INFORMATION

As a courtesy to you, I will give you an itemized statement for you to send to your insurance company for the day of your appointment.

If you are uncertain about what your insurance company covers for psychiatric benefits, I recommend **you call them to verify and explain your benefits**. Services I provide may be considered “non-covered services” by your insurance plan. Regardless of your insurance company’s arbitrary determination, you are responsible for payment of services at the time of your appointment.

Minors: Please do not leave your child unattended in the reception area, as we cannot be responsible for their well being.

Missed Appointments: If you need to cancel an appointment, please give 24 hours notice, if you do not cancel your appointment 24 hours in advance, you will be charged your regular fee.

Returned Check Fee: Please contact my office immediately upon notification of a NSF check. A \$25.00 fee will be charged by my office for a bad check. Your check will be re-deposited after two days unless you notify my office otherwise.

Financial Arrangements: If you are experiencing difficulty meeting your financial obligations for any reason, please speak with me about your concerns. I will try to work out an arrangement that will make it possible for you to meet your financial obligations. However, if you refuse to pay for services rendered or to make a financial arrangement, I send open accounts to collections (and is also considered a breach of the doctor-patient relationship, which may result in termination of services).

My signature below indicates that I have read and agree with the above financial policy and payment agreement.

Patient's Signature (or responsible party)

Patient's Printed Name (or responsible party)

Date Signed

Private Pay Acknowledgement

Non-Participating Provider

Aaron Alaniz, MD is a non-participating healthcare provider; that is a physician with no contractual relationship with any insurance company. You will be responsible for all balances not covered or paid by insurance in accordance with any arrangements that you have made with them.

Coverage determinations and payments of claims are subject to all the eligibility, coverage, exclusions, and limitations listed in your contract.

- **We strongly encourage verifying your out-of-network benefits prior to your initial consultation.**

Precertification of Services

Your insurance company may require pre-certification for medical services provided by a non-participating provider. Since Dr. Alaniz has a non-participating status with your insurance company, it is your obligation to obtain and renew the authorization of services.

Pre-certification is when you notify in advance your insurance company of medical services provided by non-participating providers and it is generally required by most policies. Although requirements can vary from policy to policy, the purpose of pre-certification is to determine if a service is medically necessary. Your insurance card may indicate the pre-certification telephone number; otherwise you should call the toll-free number for Customer Service. Please refer to your plan documents for your pre-certification requirements.

- **Please follow the pre-certification procedure in order to maximize your benefits. Failure to do so may result in denial of benefits.**

I acknowledge that I am requesting services from Aaron Alaniz, M.D. on a private pay basis. I understand that if I do choose to use my insurance coverage in the future that services previously rendered will not be eligible for coverage or back billing.

Patient's/Guardian's Signature: _____

Patient's/Guardian's Printed Name: _____

Date: _____