



2100 Manchester Road
Building B, Suite 1075-A
Wheaton, IL 60187-4591
Office (630)349-6500 Fax (630) 349-6538
counselingservices@firstchoicedui.com

FINANCIAL POLICY

Thank you for entrusting *First Choice DUI & Counseling Services, Ltd.*, with your behavioral health needs. We strive to provide excellence in all aspects of patient care. In order to better served our valued patients, we would like to familiarize you with our financial policy.

PPO Plans

Please verify with your insurance plan that behavioral health is covered with our plan. We are a United Healthcare as well as a Blue Cross Blue Shield (BCBS) provider, however, some BCBS group plans do not cover behavioral health, but instead contract it out to another insurance carrier. This will help to ensure your services will be paid by your plan at their highest rate instead of leaving you responsible for the bill.

We are required under our contract with your insurance plan to collect any co-payments, deductibles, or co-insurance. If you have a co-payment, you are expected to pay it at the time of service. We will bill you for any deductible or co-insurance amount

HMO/POS Plans

First Choice DUI & Counseling Services, Ltd., is not contracted as an HMO/POS provider. You will be responsible for all charges incurred. Please be prepared to pay for services at the time of service. We accept cash, checks, and all major credit cards. However, no paperwork or certificates will be released until any checks clear the bank and all charges are paid in full.

Self-Pay

Unless you are a member of one of our contracted plans, please be prepared to pay for services at the time of service. We accept cash, checks, and all major credit cards. If unable to pay in full at time of services, payments may be made. However, no paperwork or certificates will be released until any checks clear the bank and all charges are paid in full.

Missed Appointments

The full hourly fee will be billed to the patient for any missed appointment if the office is not notified of need to cancel or reschedule 24 hours in advance of said appointment time.

If you have any questions regarding our policy or your account, please contact us at 630.349.6500 or counselingservices@firstchoicedui.com.

I have read and fully understand the above statements regarding payment policies and agree that I am responsible for any fees incurred for services rendered.

Signature/Client

Date