



Facility and Billing Information

Thank you for choosing to have your procedure at The Endoscopy Center, Inc.

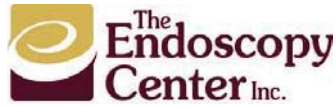
Be sure to bring picture ID, insurance cards, co-pay, or deductible portion of your procedure with you.

- The Endoscopy Center, Inc. is a free-standing ambulatory surgery center. Insurance companies consider your scheduled procedure outpatient surgery.
- Our mission is to provide a high quality endoscopic facility for diagnostic procedures with an emphasis on patient convenience, efficiency and cost effectiveness.
- The Corporation is physician owned and the physician performing your procedure may be a part owner in the facility.
- The Endoscopy Center, Inc. is licensed by the State of South Dakota, approved by the Federal Health Care Financing Administration, is a participating Medicare Part B provider, accredited by the Accreditation Association for Ambulatory Health Care, Inc., and recognized by the American Society for Gastrointestinal Endoscopy in their Endoscopy Unit Recognition Program.
- The Endoscopy Center, Inc. is located in leased space at 2820 Mount Rushmore Road on the first floor of the Rapid City Medical Center building. The Urgent Care parking lot is the most convenient parking for access to our facility.

You may receive up to five (5) separate bills for your procedure:

- The facility fee is separate from any physician's group practice and is billed through The Endoscopy Center, Inc. If you have supplied an e-mail for your instructions, an e-mail will be sent for you to register for the patient billing portal for The Endoscopy Center, Inc. For questions regarding this fee, please call (605) 721-8500.
- The fee for the physician performing your procedure is billed through the Rapid City Medical Center, LLP. For questions regarding this fee, please call (605) 721-8499.
- The fee for specimens: If specimens are taken during your procedure you will receive two separate bills:
 - GI Histology Lab at Rapid City Medical Center - For questions, please call (605) 721-8499.
 - Clinical Laboratory of the Black Hills - For questions, please call (877) 254-6522.
- The fee for anesthesia sedation: If you receive sedation from a Certified Registered Nurse Anesthetist, you will receive a bill from Peloton Anesthesia, PLCC. For questions regarding this fee, please call BCS at (888) 278-4126 and ask to speak with Patient Accounts.

INFORMATIONAL ONLY - NO NEED TO PRINT AND SIGN



2820 Mount Rushmore Rd.
Rapid City, SD 57701
Phone: (605) 721-8121

Release of Information - Assignment of Benefits - Financial Responsibility

Privacy Notice and Advance Directives. I acknowledge I received a copy of The Endoscopy Center’s Privacy Notice, information regarding Advanced Directives, Patient Rights, and Facility and Billing Policy and Information prior to receiving services at The Endoscopy Center, Inc.

Information regarding Advanced Directives given to patient as requested

Release of Information. I, the undersigned, authorize The Endoscopy Center, Inc. to disclose clinical information to physicians and facilities for the purpose of continued health care and to disclose all or portions of the patient’s medical record to all applicable health plans and insurance carriers (“Health Plan(s)”) and may mutually exchange information with the Health Plan(s) and with Rapid City Medical Center, LLP, Anesthesia Solutions, Inc. and Clinical Laboratories of the Black Hills (referred to as “Provider(s)”) who provide care related to the service provided by The Endoscopy Center, Inc. for the purposes of treatment and reimbursement. I understand the Providers listed above are not employees of The Endoscopy Center, Inc. and will send a separate bill to me or my insurance.

Assignment of Benefits. I authorize The Endoscopy Center, Inc. and Provider(s) to bill my Health Plan(s) at a rate not to exceed the respective charges of The Endoscopy Center, Inc. and/or Provider(s) and hereby direct my Health Plan(s) to make direct payment to The Endoscopy Center, Inc. or to Provider(s) as the case may be. The undersigned authorizes the use of this signature on all insurance claim submissions. A photocopy of this assignment is to be considered as valid as the original.

Guarantee of Account. I understand I am financially responsible for payment of the billed charges of The Endoscopy Center, Inc. and Provider(s) if I do not have a Health Plan(s) or if the services are not covered by my Health Plan(s). If I have a Health Plan and The Endoscopy Center, Inc. and/or Provider(s) are participating providers in my Health Plan(s) and the services are covered services under my Health Plan(s), I will be financially responsible for the charges determined by my Health Plan(s) as my responsibility, including but not limited to copays and deductibles. Patients covered by **VA, IHS, Tricare for Life will not be** obligated to pay the charges for the services provided by The Endoscopy Center, Inc. or Provider(s) if the procedure has been authorized by VA, IHS, or Tricare for Life and a prior authorization is on file.

I understand that I may call to arrange a payment plan with The Endoscopy Center, Inc. and/or Provider(s). In addition, if my account is referred by The Endoscopy Center, Inc. or by Provider(s) to an attorney or licensed collection agency, I understand I will be responsible for attorney and collection agency fees.

I, the undersigned, agree, whether as agent or as patient, in consideration of the services rendered to the patient, I agree to pay to the account of The Endoscopy Center, Inc. and the Providers in accordance with their respective rates and policies in accordance with the terms set forth above.

I have read and fully understand this agreement.

Patient

Date

Responsible Party
(Person responsible for bill on patient's behalf if applicable)

Date

The Endoscopy Center, Inc. complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex.

Español (Spanish): The Endoscopy Center, Inc. cumple con las leyes federales de derechos civiles aplicables y no discrimina por motivos de raza, color, nacionalidad, edad, discapacidad o sexo.

Deutsch (German): The Endoscopy Center, Inc. erfüllt geltenden bundesstaatliche Menschenrechtsgesetze und lehnt jegliche Diskriminierung aufgrund von Rasse, Hautfarbe, Herkunft, Alter, Behinderung oder Geschlecht ab

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Business Office / Correspondence Address

400 East 10th Street

Waconia, MN 55387

Billing Questions / Patient Account Representatives 888-278-4126 Monday-Friday 8:30 – 4:00 pm CST

If your upcoming procedure requires anesthesia services, your anesthesia services will be provided by a Certified Registered Nurse Anesthetist team member of **PELTON ANESTHESIA, PLLC**.

PELTON ANESTHESIA, PLLC is a locally based group of anesthesia providers in Rapid City, SD. We appreciate the opportunity to be a part of your healthcare team. The anesthesia professional services are billed separately from any facility/office charges or professional services billed by your physician or other specialists who may be involved in your care.

PELTON ANESTHESIA, PLLC strives to be a participating/in-network provider with all of the major third-party payers in the area including Medicare and Medicaid. We will always bill your third-party payer first and then subsequently bill any secondary payer you provide upon admission. If after your third-party payer has processed the anesthesia professional fees and there is a patient balance due, a statement of your account will be mailed to you. *If you do not have insurance coverage for anesthesia services or would like to discuss prepayment, please contact our business office at 888-278-4126.*

PRIOR to your procedure, **PELTON ANESTHESIA, PLLC** requests that you verify your insurance benefits for coverage of anesthesia services. If you find out that you do not have insurance coverage or your carrier has limitations that do not provide coverage for anesthesia services, **PELTON ANESTHESIA, PLLC** can accommodate you with a special Self Pay Fee Schedule. Please contact our business office at 888-278-4126 PRIOR to your scheduled procedure and we can review this process with you.

For your convenience, we accept VISA / Mastercard / Credit / Debit Card payment on your anesthesia professional services account. You can make payment securely over the phone by contacting our Patient Account Representatives at 888-278-4126. Online access instructions to make payment or inquiry regarding your anesthesia services account are available on your patient account statement.

Once again, we would like to thank you for allowing **PELTON ANESTHESIA, PLLC** to be a part of your health care team. Below is our contact information for any anesthesia billing questions. Our billing services and patient account representatives are provided by BCS, a specialized anesthesia billing firm based in Minnesota. We utilize the expertise of BCS to handle the complexity of insurance claims and anesthesia billing on behalf of **PELTON ANESTHESIA, PLLC**.

Clinical questions or concerns that you may have should be immediately directed to your physician's office.

PELTON ANESTHESIA, PLLC
Business Office 888-278-4126
400 East 10th Street
Waconia, MN 55387

Patient Account Representatives: 888-278-4126
Monday – Friday 8:30-4:00 pm CST

Anesthesia Sedation Services



SEDATION SERVICES at The Endoscopy Center

Sedation during an endoscopic procedure is often required for your procedure. The Endoscopy Center proudly offers two types of sedation services to you for your procedure in order for us to tailor our services to meet your needs. On the day of your procedure, a Certified Registered Nurse Anesthetist will explain the different types of sedation and help you decide which is best for you. The types of sedation include moderate sedation and anesthesia sedation.

- Moderate sedation is a sedation service offered to you and is utilized as a complimentary service to you during your procedure. Moderate sedation is administered by a Registered Nurse under the direct supervision of your physician.
- Anesthesia sedation is a sedation service provided to you by a Certified Registered Nurse Anesthetist. The medications the anesthesia provider chooses and administers to you offer a more profound sedation experience during your procedure. Anesthesia services are a separate professional service offered to you and are billed separately and in addition to any other professional services that are provided to you at the facility.

Choosing to receive anesthesia sedation services creates a separate professional fee billed by **PELTON ANESTHESIA, PLLC**. Most healthcare insurance plans will authorize anesthesia services for your procedure, however, your personalized insurance plan may or may not cover some or all of the anesthesia fee. If your insurance plan authorizes anesthesia sedation, a co-insurance or deductible amount may apply to you. The amount that is not covered by your insurance plan becomes your financial responsibility. If you have any questions about the anesthesia service fee, please call our billing office at 888-278-4126 prior to your procedure.

PELTON ANESTHESIA, PLLC engages BCS, a specialized anesthesia billing agency based in Minnesota. We utilize their expertise to handle the complexity of insurance claims and anesthesia billing on our behalf. Please call our business office at 888-278-4126 if you have any questions related to anesthesia sedation services or anesthesia billing questions.