



Annual Administrative Fee

At The Center for Advanced Pediatrics, we are committed to providing the best possible care to our patients and families. Many changes have taken place in the health insurance industry in recent years. Services once covered in full are now partially covered with lower payments, covered only under certain circumstances, or in some cases not covered at all. We want to provide the highest quality medical care that is based on our families' needs, but unfortunately this means providing services that are not covered by insurance companies. We have decided to charge an annual administrative fee to all our families in order that we may continue to provide comprehensive, exceptional care. This fee includes non-covered and non-reimbursable services such as:

- On call service with access to a nurses and physicians 24 hours a day, 7 days a week including all holidays. This will minimize unnecessary visits to the emergency department or urgent care centers where they do not know your children or their medical information. This can save you hundreds of dollars on unnecessary high copayments and facility fees.
- Completing forms for child care centers, schools, sports and camps within 3 days and uploaded to a portal for easy and convenient access when you need them.
- Ability to e-mail our office staff for appointment requests, for questions about insurance and billing, to send in school and camp forms and have us send them back to you.
- Providing "same day" sick appointments.
- To be open 365 days a year.
- Access to our web-based secure patient portal system, including access to your child's immunization record and summaries of their visits. This is also an efficient way to communicate with your doctor when you have non-emergent concerns or with the nursing staff for lab results and other medical information.
- Access to developmental screening tools so you may fill them out and think about them before your arrival for your child's visit.
- Access to the AAP Education Library and other resources through our website.
- E-prescribing to your pharmacy new and refilling old prescriptions when appropriate so it may be ready when you arrive there.
- Documenting with an electronic health record system that is designed specifically for the practice of pediatrics.
- Coordinating care with other pediatric specialists and therapists.
- Conducting patient visits by board-certified pediatricians.
- Submitting insurance claims on behalf of all patients that are out-of-network.
- Sending copies of medical records to specialists and/or other providers at your written request.
- Filling out letters for airlines, work, school, pre-authorizations.
- Providing access to specialty services all in one place and avoiding waiting lists and often weeks/months to get appointments at other referral centers.
- Get appointments at other referral centers.

The Administrative Fee applies to all families at The Center for Advanced Pediatrics.

Our goal is to provide comprehensive, high quality medical care to your family.

We are honored to be your family's medical home!

Please feel free to contact our office with any questions or concerns. We are aware that health insurance is expensive. By charging a single annual fee and not charging you for individual services (ie each telephone call or e-mail, a "same day" appointment surcharge, access to the portal, etc) your out of pocket expenses will actually be lower. However, if you are experiencing financial hardship, we will work with you so that you can remain in our practice.

The cost of the annual administrative fee is:

Children and teens less than 19 years \$40.00 per year • Young adults over 19 years \$20.00 per year

This fee will be paid at your first visit and thereafter will renew annually.

I agree to the Annual Administrative Fee at The Center for Advanced Pediatrics. I understand that this fee is for services not covered and not paid by my insurance plan.

Print Name: _____ Email: _____

Signature: _____ Enclosed is my payment of \$ _____ Date: _____

Please list your child/children below. (use back if needed)

Child's Name: _____ Date of Birth: _____

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