**Patient Agreement Appendix 2**

**Fees**

**Initial Enrollment Fee**

Initial Enrollment Fee is a one-time fee of $85.00 per Member, $100.00 per family, and $50.00 per college student enrolled for Services at the PRACTICE. The Principal shall pay the Initial Enrollment Fee to activate membership on the first day of enrollment. This Fee shall be paid using a credit/debit card entered into the electronic health record at time of enrollment. This fee is non-refundable.

**Monthly Membership Fee**

**1.** Monthly Membership Fees shall be paid by the Principal using a credit/debit card entered into the electronic health record on the date of enrollment. Monthly Membership Fees shall be paid by Principal on the 1st day of every month. The Monthly Membership Fee is pro-rated for the 1sr month of enrollment if the Principal completes enrollment after the 1st day of the month. This fee is not pro-rated in the month of termination. This fee is non-refundable.

1. Monthly Membership Fee is age based as follows:
	1. Adult 18+: $85.00 per month
	2. Family (2 adults living at the same household): $160.00 per month, additional adult from the same household: $50.00 per month
	3. OMT (osteopathic manipulative therapy) 1hour initial or extended follow up: $260
	4. OMT 30-minute follow up appointment: $130.00
	5. College Student: $300/ semester

**Additional Fees for Amenities**

Additional Fees shall be paid by the Principal using a credit/debit care entered into electronic health record. Additional fees include:

Discounted laboratory/pathology fees to be disclosed to patient prior to use of service

* 1. Discounted medications through in-house dispensary to be disclosed to patient prior to use of service
	2. Discounted radiology/imaging fees to be disclosed to patient prior to use of service
	3. Some fees for discounted specialty services/fees to be disclosed prior to use of service
	4. Vaccine cost to be disclosed prior to ordering/administration
	5. Discount lab fees to be disclosed to the patient prior to use of service

**Administrative Fees**

1. Missed Appointment Fee. Principal shall be charged $25 for a missed appointment.
2. Payment past due 30 days. If a balance remains unpaid for longer than 30 days, there will be a $25 surcharge added to the balance. This surcharge will recur each 30-day period the balance remains unpaid. Members may be terminated after 30 days of non-payment at the discretion of the PRACTICE.
3. Failed Charge Fee. There will be a $25 failed charge fee assessed for every failed transaction.
4. Chart Transfer Fee. Available upon request.
5. Late Cancellation Fee. There will be a $10 fee for an appointment that is not cancelled 24 hours prior to the scheduled visit.

**Re-enrollment Fee**

The Principal shall pay a Re-enrollment Fee of $85 if the Member terminates membership with THE PRACTICE and wishes to re-enroll. The PRACTICE has the right to reject the request for re-enrollment.

**Termination**

If this Agreement is cancelled by either party before the Agreement ends, the PRACTICE will review and settle your account as follows:

**1**. All unpaid balances will be paid by Principal using the credit/debit card on file on the day of notification of termination. If termination occurs before the end of the initial 2-month term and the Member has already been seen for an initial visit, the Principal may be billed for the balance of the initial six-month term (the “Termination Charge”). The Termination Charge represents liquidated damages for the work of the PRACTICE in the initial visit (and any subsequent visits), and the loss to the PRACTICE of the income from other patients that the PRACTICE could not treat because of the limited number of Members the PRACTICE can accommodate. During the ensuing 30-day period, there will be a final monthly payment required through a credit or debit card if that 30-day period includes the 1st of the following month.

**2**. If the Member terminates within the initial two-month term and the Member has not yet been seen by a Physician, the monthly billing cycle will be ended after the current billing cycle.

**3**. If the termination is initiated by the PRACTICE, no further charges will be assessed beyond the current billing cycle.

**4**. If Principal decides to re-enroll, the PRACTICE reserves the right to deny re-enrollment.