

# MURTHY GEDALA PLLC

## CREDIT CARD AUTHORIZATION ON FILE

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**I (we), the undersigned, authorize and request that Murthy Gedala PLLC, charge my credit card for the balance due, that my health plan has identified as my financial responsibility.** This authorization relates to all charges not covered by my insurance company for services provided to me by Murthy Gedala PLLC. This authorization will remain in effect until revoked by me in writing.

Patient's name: \_\_\_\_\_ DOB: \_\_\_\_\_

Please keep my credit card on file and charge my account to pay for charges not paid by my insurance plan and/or other office fees such as No Show fees, etc.

Patient/Guardian

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Credit card information:*

Card type: *Amex*      *Visa*      *Mastercard*      *Discover*

Is this card a Flexible Spending/Health Savings card? Yes                      No

Card number : \_\_\_\_\_ Expires: \_\_\_\_\_ CVV \_\_\_\_\_

Cardholder name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Contact phone: \_\_\_\_\_

Text/Email receipt to \_\_\_\_\_ @ \_\_\_\_\_

# MURTHY GEDALA PLLC

## Credit Card on File Policy

Having the credit card on file is a convenient method of paying for the portion of your services that your insurance policy requires you to pay such as copay, deductible, and co-insurance. Your credit card information will be kept confidential and secure. This policy has been implemented to simplify and enhance your patient experience, and to simplify our business operations.

## Q & A about Credit Card on File

**How does this work?** On your appointment day we will ask you to sign a credit card on file agreement. At checkout, fees due at the time of service will be paid using the card on file unless you elect to pay by an alternative method.

**What are the benefits to me?** You can use your credit card on file to pay for copays, coinsurance, and deductibles at future visits. It will make checkout easier, faster, and more efficient.

**What if I don't have a credit card?** It is our policy that payment is due at the time of service. You may also keep your Health Savings Account (HSA) or Flex Spending Account (FSA) credit cards on file. If you do not have either of these types of cards, then you can pay by cash/check, or use a debit/credit card. There is a \$35 charge for a bounced check.

**How can I be assured that my credit card information will remain safe?** We are under the strict rules and guidelines of Payment Card Industry (PCI) Compliance, and HIPAA Compliance to protect patient privacy and credit card information is considered protected health information.

Patient/Guardian

signature: \_\_\_\_\_ Date: \_\_\_\_\_