



## Welcome to Blanchard Valley Medical Associates!

We look forward to meeting you and to the opportunity to provide you with caring and comprehensive medical treatment. We ask that you please read through the important information below prior to your upcoming appointment.

### Before Your Appointment

In preparation for your upcoming appointment, we ask that you verify that we have your **cell phone number and/or email** so that you can receive appointment reminders and mobile registration links. Please follow the link to complete the following forms:

- Patient Intake Form (demographic, insurance, contact and HIPAA Information)
- Receipt of Privacy Practices Policy
- Acknowledgement of Financial Policy
- Medical History Form

If you're unable to complete these forms online, please visit our website to print and complete the forms on paper. (<http://bvma.com/forms/patient-forms>)

### What to Bring to Your Appointment

- All medical insurance cards
- All medication you are currently taking (in original bottles)
- X-rays or requested medical records from your primary care physician (unless your physician has sent them over directly prior to your appointment)

### BVMA Patient Portal

Please provide us with your **email address** when you arrive for your first appointment, and we will send you a secure invitation to set up your patient portal account. Our portal provides you access to your testing results and prior visit information, and allows you the ability to make appointment requests, ask a question of your provider or their staff, and update your information – all electronically and securely!

### Participating Insurance Contracts

We have participating contracts with many insurance plans. You can view the current list at <http://bvma.com/for-our-patients/insurance-company-list>. Be sure to check this list prior to scheduling an appointment to verify that we are a participating provider in your plan. This is especially true for any HMO plan, *as we do **not** participate with most HMO plans.*

We require co-payments, deductible amounts, and any patient balance to be paid at the time of service.

If you are not covered under any of the insurance plans with which we participate, a \$100 down payment is required. We will submit an insurance claim on your behalf, whether we participate with your insurance or not. You will be reimbursed for any credits to your account once insurance has paid.

If you do not have insurance, or if special payment arrangements are required, please contact our billing department at **419-424-0380** and ask to speak with our **Credit Counselor** prior to your appointment.

### Thank You!

We consider it a compliment that you have chosen us to provide your medical care. We will make every effort to make your visits and interactions with us as pleasant as possible. If you have any questions at all, please don't hesitate to contact us.

Sincerely,

*The Physicians & Staff at Blanchard Valley Medical Associates*