



**Minimally Invasive Spine Institute**  
OUTPATIENT SPINE SURGERY CENTER

Patient Billing Procedures

Thank you for choosing **Minimally Invasive Spine Institute** as the place to have your procedure performed. The Minimally Invasive Spine Institute specializes in performing minimally invasive spine and neurosurgery with the newest, state-of-the-art equipment available. The clinical staff is dedicated to this type of surgery so that each patient will receive the highest quality care possible. Our goal is to ensure that your encounter is pleasant, efficient and above all, as safe as possible.

As a courtesy to our patients, we will gladly process your insurance for you, understanding that the agreement you have with your insurance company is between you and them. Since billing procedures can be confusing, we want to ensure that you understand what is being billed and the amount, if any, that you may owe.

The business office will be contacting you prior to your date of service to give you an ESTIMATED patient responsibility that will be due at time of service unless other arrangements are made. Our billing department will forward a final bill to you for any co-payments, deductibles or payments due once appropriate adjustments and payments have been made. For your information, the bill you receive from **Minimally Invasive Spine Institute** is for the FACILITY ONLY. Failure to make payment may result in collection activity. Any fees associated with collection activities will become your responsibility.

Following your surgery, the physician performing your procedure, an anesthesiologist and a neuromonitor, if they participated in your treatment, will bill your insurance company for his/her services. Also, if you received implants or other medical devices and/or equipment, your insurance may be billed by an outside vendor as well. Finally, your insurance company will receive a bill from **Minimally Invasive Spine Institute** for your procedure; i.e., the use of the facility and nursing staff. After billing your primary insurance carrier, any secondary insurance will be billed. You will then be responsible for the payment of amounts not paid by your primary or secondary insurance carriers.

**EXCEPT FOR SPECIFIC ARRANGEMENTS**, for patients with no insurance, the facility will offer a 40% discount from charges (excluding the cost of implants or equipment) for cash at the time of admission.

The facility may not currently participate with all insurance companies. In circumstances in which the facility is in negotiations with the patient's insurer, the facility will adjust from the bill any difference between the "out-of-network" and "in-network" obligations, provided that the patient's insurer does not object. In the event that your insurance carrier issues a check directly to you, it is the responsibility of the insured to endorse the back of the check OR send the amount equal to the check to **Minimally Invasive Spine Institute** along with a copy of the explanation of benefits. Failure to forward this payment may result in collection activity against you.

Please feel free to contact the facility at 303-539-2533, if you have any questions regarding the above information or visit our website at [www.spinemisi.com](http://www.spinemisi.com). Thank you for the trust you have put in us.

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Patient Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date