

Antonio M. Bird, MD, PA  
5B Doctors Park  
Asheville, NC 28801  
828-232-1994 (Phone)  
877-395-3774 (Fax)

## PRACTICE POLICIES

### **Confidentiality of Records:**

I take the confidential nature of our physician/patient relationship seriously. No information will be released without your explicit written authorization. Exceptions to this are as follows: when another psychiatrist covers for me while I am away, I may provide him or her with information necessary to your care; and in case of a medical emergency, information may be released to another healthcare provider.

### **Cancellation/Rescheduling Policy:**

In the event it is necessary for you to cancel or reschedule I request sufficient advance notice so that another patient can be offered the appointment. Please provide me with 24 hours advance notice for appointments scheduled Tuesday through Friday. For Monday appointments, please call by 5pm on Friday. Otherwise, I will need to charge for the session. I will make an exception if you are unable to keep the appointment due to illness, unless this occurs repeatedly.

### **Fee Schedule:** The fees are as follows:

Initial psychiatric/addiction evaluation	\$250.00
75 minute session	\$225.00
45 – 50 minute session	\$175.00
Medication management appointment	\$120.00
Individual session with therapist	\$80.00
Group session with therapist	\$45.00
In-office urine drug screen	\$25.00

Services requiring my time outside of scheduled appointment times, such as reports and letters, will be billed at \$240.00 per hour.

### **Insurance:**

Health insurance policies may cover a portion of the cost of treatment. Check with your insurance agent or personnel office about your benefits. You will be provided with a receipt with which to file your claim.

**I acknowledge that I have read and understand the above policies. I acknowledge acceptance and responsibility for all fees incurred.**

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Patient signature

DATE

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Signature of person responsible for payment (if other than patient) DATE