

# TEXAS★ENDOSCOPY

6405 W. Parker Road, Suite 370 • Plano, Texas 75093 • 972-473-9292 • Fax 972- 608-0127

## ***Please bring the following when you check in at Texas Endoscopy:***

1. Your Drivers License
2. Your Insurance Card
3. Method of Payment for your Procedure  
***(We accept Cash, Check, American Express, Discover, Visa and MasterCard)***

## ***Insurance Information***

Texas Endoscopy will contact your insurance company to determine your benefit coverage for your procedure. Payment for ESTIMATED PATIENT RESPONSIBILITY is due at check in time for your procedure. We are not able to fully determine what your final charges will be until the procedure has been completed and your insurance company issues a final statement that reflects patient charges. Additional procedures may be required as a result of the findings of your initial procedure. This is determined by your physician during the procedure. This can increase the total number of billable procedures and can also increase the patient's charges, depending on your insurance plan. Please be prepared to be billed additional charges in this case. If you have recently met your insurance deductible, please present proof that your deductible has been recently paid.

## ***Questions regarding your estimated patient payment responsibility?***

Call Texas Endoscopy's Billing Department at (972) 473-9292, option #1

## ***Questions regarding your procedure?***

Texas Endoscopy's Nursing Assistance at (972) 473-9292, option # 3

## ***Canceling & Rescheduling?***

Please call your Physician's Office to request any changes for your appointment time or date at Texas Endoscopy.

## ***Transportation after your Procedure***

All patients that receive sedation for their procedure are required to have a driver present at the time of admission. The Texas Department of State Health Services strictly prohibits the use of public transportation or allowing patients to drive after being discharged from their procedure.

## ***Arrival Time and Facility Location***

Please arrive at our facility exactly one 1 hour prior to your scheduled time. Texas Endoscopy is located at the Northwest corner of Parker Road and Midway Road, behind the CVS Pharmacy.

***Please complete the following Patient Medical History and Patient Profile Forms prior to your arrival. This will expedite your check in at Texas Endoscopy.***

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## *Patient Demographics*

First Name	Middle Initial	Last Name	
Address	City	State	Zip
Home/Cell	Social Security Number	Date of Birth	
Employer/Address	Work Phone		
Marital Status	Spouse Name	Referring Physician/Phone Number	
Emergency Contact Name	Phone Number	Relationship	

## *Insurance Information – Primary*

Primary Insurance Co.	Telephone Number		
Address	City	State	Zip
Policy/ID/Subscriber#	Group/Account#	Policy Holder Name	
Policy Holder SSN#	Policy Holder Date of Birth	Policy Holder Work Phone	

## *Insurance Information – Secondary* *(We file secondary insurance for Medicare/Tricare patients only)*

Secondary Insurance Co.	Telephone Number		
Address	City	State	Zip
Policy/ID/Subscriber#	Group/Account#	Policy Holder Name	
Policy Holder SSN#	Policy Holder Date of Birth	Policy Holder Work Phone	

## *Signature*

\_\_\_\_\_  
Patient and/or Legal Guardian's Signature

\_\_\_\_\_  
Date

Initial \_\_\_\_\_  Yes  No

I have received the following:

- Physician Financial Interest/Ownership Information
- Patient Rights and Responsibilities Information
- Durable Power of Attorney for Health Care Information
- Texas Department of Health/Center for Medicare Services Complaint/Issue Form

Initial \_\_\_\_\_  Yes  No

I currently have a Living Will and/or Advanced Directive.

Initial \_\_\_\_\_  Yes  No

A copy of my Living Will and/or Advanced Directive has been provided to Texas Endoscopy.