

INSURANCE (Mental health co-pays are generally the same as a specialist fee. You can verify this by speaking with your insurance. Please bring this form to the appointment.)

The insurance will only give you the first authorization number if required, after that the provider has to obtain the authorization.

Note: For TriCare, your authorization number is obtained from the primary care physician's office.

1. After making an appointment.
2. Call the mental health/chemical dependency number or the customer service number.
3. Say “I need to verify MENTAL HEALTH benefits.” (They will tell you if you need an authorization)
4. Tell the insurance I am scheduled to see Janet NekooasL, her NPI# is 1427033737. Do you show her as an in network provider? If not, you will need to know the in network and out of network benefits. If you decide to cancel, please call after contacting your insurance provider.
5. Bring the authorization number to the appointment with your insurance card.
6. What is my deductible? _____
7. What is my co-pay? _____
8. How many visits a year do I have? _____
9. Where are the mental health claims mailed? _____
10. Note: If you are using EAP, you must bring the EAP authorization # & your insurance card.
 - Bring this form to the appointment.
 - **Call 24 hours to cancel or reschedule.**
 - Cash, check or money orders are accepted as payment. If you have a flex account, receipts are given for reimbursement.

Arrive 10 minutes before scheduled appointment time.

704-861-0380