

## Saurabh Gupta, MD

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[childmind@gmail.com](mailto:childmind@gmail.com)

### *Emergencies/After Hours*

\_\_\_\_\_Initial

- *If you are experiencing a true medical emergency, have taken an overdose, or have harmed yourself in any way, DIAL 9-1-1. IMMEDIATELY.*
- *Delaware's Crisis Intervention provides 24 hours help for people in crisis. They can be reached at 302-577-2484 or 800-652-2929 .*
- *For less urgent issues that can not wait until the next business day, please call 302 996 5480 and ask them to page Dr Gupta.*

### *Payment Policies*

\_\_\_\_\_Initial

- *Payment for services, including insurance co-payments and deductibles, is due at the time of service.*
- *It is your responsibility to update any insurance changes or payment methods to your account. All unpaid balances/insurance denials will be patient responsibility.*
- *If you do not have insurance you will be charged the full rate of services.*
- *You do have the option of keeping a credit card on file for any outstanding balances.*
- *Checks returned for insufficient funds will result in an additional client fee of \$20.00 .*
- *Unless arrangements are made for a payment plan, all accounts that are outstanding for greater than 90 days will be sent to our collection agency.*

### *Appointment No-Show and Cancellation Policy*

\_\_\_\_\_Initial

- *All appointments must be cancelled 1 business day prior to the scheduled appointment.*
- *If you no-show your scheduled appointment, you will be charged \$50.00.*
- *If you cancel your appointment less than 1 business day, you will be charged \$50.00.*
- *It is your responsibility to know the date and time of your appointment.*
- *Your insurance company will not reimburse you for missed appointment/late cancel fees.*

*I agree with the patient policies described above:*

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*Patient Name Date*