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### *About Your Bill*

*Queens Endoscopy ASC LLC (QEASC) will make every effort to keep this process as simple as possible. Your endoscopic procedure will generate several different bills from different sources:*

- ➡ QEASC's bill covers the use of the facility and all necessary supplies used during your surgical procedure. QEASC will also be submitting a claim for anesthesia services provided.
- ➡ You will receive separate bills from your **gastroenterologist**.
- ➡ Other billable services that may be used during your procedure are **laboratory** and/or **pathology** charges.

Our facility works with your doctor's office to make sure we have accurate insurance information. As a courtesy, we will contact your insurance carrier if there is any question about your eligibility. We will make every attempt to notify you of your financial responsibility ahead of the time of service. If you cannot be reached, you will be given the amount at check-in.

- ➡ Queens Endoscopy ASC LLC collects *all co-pays, deductibles, co-insurances, and non-covered amounts at the time of service. The amount due is calculated on base fees and may be adjusted dependent upon the final outcome of your procedure. You will be billed for all remaining balances. We accept cash, personal checks, Visa, MasterCard and Discover. The center also accepts **CareCredit** though patients must apply for acceptance **before** their procedure. **<http://www.carecredit.com>***

### **INSURANCE**

Queens Endoscopy ASC LLC will accept most major insurance plans, including Medicare and Medicaid. We are currently in network with the following insurance plans:  
Accepted insurance policies include:

AETNA	HEALTHFIRST
AFFINITY	MAGNACARE
AMERIGROUP	MEDICAID
BLUE CROSS/BLUE SHIELD	OXFORD
CIGNA	
EMBLEM (GHI/HIP)	THE EMPIRE PLAN
FIDELIS	UNITED HEALTHCARE

Queens Endoscopy ASC LLC will bill your primary insurance and secondary insurance. Upon registration, please provide the staff with a copy of your insurance card, Social Security number and Driver's License. This will ensure accurate and timely insurance payments.

### **CLAIMS PROCESSING**

Within a week following your procedure, QEASC will file all necessary insurance claims related to your procedure for our facility and anesthesia services.

Remember your gastroenterologist and possibly a pathology company, will also file separate claims for their services.

When the insurance company settles the claim, our billing company will reconcile your payments along with the related insurance payments to determine if there is any balance still due. You will receive a statement from us summarizing all of this and will be expected to pay any remaining balance within 30 days of the receipt of that statement.

Any unpaid balances remaining after 60 days from the initial statement date will be forwarded to a collection company for follow up and collection. If this occurs, your credit rating could be negatively affected.

Please contact us at your earliest convenience so that we may work with you to resolve any questions or potential discrepancies with your account. If, after your claim is adjudicated and your account reflects a credit balance then the Center will refund this amount within 45 days of posting the insurance payment.

If you are a Medicare recipient and have a Medicare secondary insurance carrier, we will file all necessary claims with your secondary carrier after Medicare settles our charges. Please make sure we have all the correct Medicare secondary insurance information when you arrive for your procedure.

Should your secondary insurance carrier not settle this claim within 45 days, we will consider these charges your personal responsibility and will send you a statement for the remaining unpaid balance. Our billing company will work with you to get your Medicare secondary insurance to make the appropriate payments and settle your account.

*Thank you in advance for selecting us for your Ambulatory Care needs.*