**PATIENT FINANCIAL INFORMATION**

**Collection Policy:**

If you have an unpaid balance, please call LCHC to set up a payment plan. We will work with you to set up an affordable plan.

You must stay up to date on your payment plan in order to access services at LCHC. If you do not set up and/or stay up to date on your payment plan, you may be placed on restricted access status until you pay your account in full.

To make a payment or if you have questions regarding your bill:

* Call or stop by one of the LCHC office locations
* Mail payment to P.O. Box 959, Sheboygan, WI 53082

**Discount Care Program:**

To determine your eligibility and discount level for the discounted care program, a household assessment form must be filled out and proof of up to date earnings must be received by LCHC. The discount level is valid for **six months** from the date of the household assessment. If these documents are not received within 2 weeks of the first visit you, the patient, will be responsible for the full fee.

Upon approval of the household assessment and based on your earnings, you will be given a standard co-pay amount between $25 - $75. You will be expected to pay this amount for each appointment before being seen by a LCHC provider. Certain elective services, such as labs, surgical procedures, dentures, crowns, and bridges will be significantly discounted. Please ask the Front Desk about these services.

LCHC partners with St. Nicholas and Holy Family Memorial to provide medical lab services. These hospitals provide medical lab services at a discounted rate for eligible patients based on your family’s income. Self-pay patients, who are not eligible for a discount rate, will be required to pay the full fee for medical lab services to these hospitals. If you have insurance, these hospitals will bill your insurance for lab services, but you will be responsible for the insurance co-pays. Please check with your insurance that these hospitals are in network. If not, you may request your labs to be sent elsewhere.