

Minnetonka

AMBULATORY SURGERY CENTER

In partnership with  North Memorial Health

Dear Valued Patient:

Thank you for choosing the Minnetonka Ambulatory Surgery Center for your medical needs. This billing and financial information is being provided to assist in your understanding of your medical procedure.

- Please bring your insurance card(s) as well as an identification card with you the day of the procedure. We will make copies for our records and will also need to verify the cards for correct information. If applicable, please bring all information related to your workers compensation injury. This will include:
the workers compensation carrier, the claim number, your date of injury, the surgery approval letter, the workers compensations contact person and their phone number as well as the address and phone number of the place of business involved in the claim. We will verify all of this information on the date of the procedure and will have asked you to review this.
- If you have insurance, we will be happy to bill your insurance carrier. It is your responsibility to know your network coverage and benefits. If you should have further questions, please contact your insurance carrier. Without this information, your claim will be delayed.
- We request outstanding charges be paid monthly within a six month time period from the first billing statement. During this time, we request you make six equal payments to clear your balance. It is your responsibility to pay any amount not covered by your insurance company. This payment policy excludes procedures not medically necessary. These are due at the time of service.
- If your procedure is covered by auto or liability insurance, we will be happy to submit the claim to the carrier, provided we have all the necessary information. You are responsible for all charges and follow-up on these claims. Please submit payment to our billing office: 600 South Cliff Ave., Suite 106, Sioux Falls, SD 57104.
- If you do not have insurance or if you have difficulty meeting the above payment requirements, please contact our billing office at 1-800-687-9159, as we are always available to discuss payment plans.
- In addition to receiving a bill from the Minnetonka Ambulatory Surgery Center, you may receive bills from your physician's office, pathology and/or Anesthesiology P.A., in the event any have provided services related to your procedure.

Thank you again for the opportunity to serve you.