

**Wyoming Springs Pediatrics**  
7200 Wyoming Springs Blvd., Suite 200  
Round Rock, TX 78681

Our receptionist has provided you with a detailed "Patient Information Handout" that explains the office, billing and insurance policies.

We ask that you take a moment to familiarize yourself with a few of the *pertinent* policies:

- Our office no longer accepts any Medicaid patients. Should you find it necessary to apply for Medicaid, you will be required to notify this office and request that your child's records be transferred to another Medicaid provider for continued medical care.
- Co-payment is required at the time of service. Due to rising billing costs, a \$15.00 *service charge* will be added to your account if not paid before the end of the day.
- A patient will be considered a "No Show" and dismissed after 3 missed appointments if you have failed to notify our office within 24 hours of the appointment.
- If you are requesting that medical records be transferred to another physician, etc., there is a \$15.00 charge, maximum \$25 per family.
- There is a \$7.00 charge for narcotic refill prescriptions.

*Please sign below to acknowledge that you have been informed of these policies.  
Thank you for your cooperation.*

---

*Signature*

---

*Date*