PARKVIEW MEDICAL CLINIC

1400 1st St NE, PO Box 186
New Prague, MN 56071
PH: 952-758-2535
www.parkviewclinic.com

John H. Berg Jr., MD
Mark A. Berg, MD
Daniel R. Berg, MD
Michael P. O'Rourke, MD
Jean E Craig, MD
Heather R. Hamernick, MD

Family Physicians

Clinic Policy

All charges are due and payable after receipt of the initial billing. If you cannot pay the balance in full, please call our business office to arrange a mutually agreed upon payment plan**. You are responsible for payment of your account.** If there is an overpayment by you, it will be refunded.

Insurance Processing:
Parkview Medical Clinic will submit a claim to your insurance, if we are a participating provider with your insurance plan. We depend on you to provide us with a copy of your current insurance card. Please be prepared to present your insurance card at each visit.

If we are not participating providers for your insurance plan, **you** will need to submit the charges to your carrier. Our bills are designed to help you submit a claim quickly and easily.

Payments:
New patients to Parkview Medical Clinic that do not have medical insurance are required to pay 50% at the time of service and make payment arrangements with the business office for the balance. New Patients with deductibles on their medical insurance are required to pay 50% or a minimum of $50, at the time of service and make payment arrangements with the business office for the balance to establish credit.

Payment for all charges is due within 60 days after you receive your services, whether or not your insurance company has paid. If you cannot pay the full amount, please call our business office to arrange a payment plan. These charges may include co-pays, deductibles and services not covered by insurance. *Accounts unpaid past this time limit, may be subject to collections and you and your family will be asked to seek medical care elsewhere.*

Medicare Supplements:
Parkview Clinic will file claims to all supplemental Medicare coverage. We feel this greatly benefits our Medicare patients. We must be provided with a copy of the supplemental insurance card and a complete address of where to send the claims.

Appointments & Office Hours:

Monday – Friday	**8:30 a.m. – 12:00 Noon and 1:00 p.m. – 5:00 p.m.**
Saturday	**8:30 a.m. – 12:00 Noon**

Please call 952-758-2535 during office hours to schedule your appointment. Please let the scheduler know the reason for your appointment to allow the proper length of time. Appointments are necessary for all appointment reasons including all blood testing. Walk-In patients will be seen after emergency and scheduled patients.

***After Hours Calls*:** To reach our on-call doctor for after hours problems, please call 952-758-2536. **Please call 911 for emergencies**!