



DIRECT BILLING & PAYMENT FORM

Plan Holder	
Full name:	Date of birth:
Primary coverage insurer:	Secondary coverage insurer:
Contract number:	Member number:
Referrer name and license number (if applicable, e.g. physician):	
Patient/Dependent (if not the plan holder)	
Full name:	Date of birth:

Authorization and Consent

I authorize Calgary Home Physiotherapy to collect, use and disclose personal information concerning any claims submitted on my behalf with the insurer and/or plan administrator and their service provider(s).

I authorize such insurer and/or plan administrator and their service provider(s) to:

- exchange personal information with any individual or organization, including healthcare professionals, investigative agencies, insurers and reinsurers, and administrators of government benefits, or other benefits programs, other organizations, or service providers working with such insurer and/or plan administrator or any of the foregoing.
- where applicable exchange personal information concerning any claims with any assignee of benefits payable and exchange personal information for the above purposes electronically or in any other manner.

I understand that personal information may be subject to disclosure to those authorized under applicable law.

I agree that a photocopy or electronic version of this authorization shall be as valid as the original, and may remain in effect for the continued administration of the group benefits plan.

In the event there is suspicion and/or evidence of fraud and/or plan abuse concerning any claims submitted, I acknowledge and agree that the insurer and/or plan administrator and their service provider(s) may use and disclose relevant personal information to any relevant organization including law enforcement bodies, regulatory bodies, government organizations, medical suppliers and other insurers, and where applicable my employer or benefit plan sponsor, for the purposes of investigation and prevention of fraud and/or benefit plan abuse. I understand that the submission of fraudulent claims is a criminal offence.

If there is an overpayment, I authorize the recovery of the full amount of the overpayment from any amount payable under the group benefits plan, and the exchange of personal information with other persons or organizations, including credit agencies and, where applicable, my benefit plan sponsor, for that purpose.

If the patient is a person other than myself, I confirm that the patient has given their consent to provide their personal information for Calgary Home Physiotherapy and the insurer and/or plan administrator and their service provider(s) to use and disclose their personal information as set out above.

I accept the terms and conditions

Benefit Assignment

I hereby assign benefits payable for the eligible claims to Calgary Home Physiotherapy for submitting my claims electronically to the group benefits plan and I authorize the insurer/plan administrator to issue payment directly to such provider. In the event my claim(s) are declined by the insurer/plan administrator, I understand that I remain responsible for payment to Calgary Home Physiotherapy for any services rendered and/ or supplies provided.



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I acknowledge and agree that the insurer/plan administrator is under no obligation to accept this benefit assignment form, that any benefit payment made in accordance with this benefit assignment form will discharge the insurer/plan administrator of its obligations with respect to that benefit payment, and that in the event the benefit payment is made to me, the insurer/plan administrator will also be discharged of its obligation with respect to that benefit payment.

I understand that this assignment will apply to all eligible claims submitted electronically by Calgary Home Physiotherapy and that I may revoke it at any time by providing written notice to the insurer/plan administrator.

If I am a spouse or dependent, I confirm that I am authorized by the plan member to execute an assignment of benefit payments to Calgary Home Physiotherapy.

I accept the terms and conditions

Signature of plan holder: _____ Date: _____

Credit / Debit Card Payment Authorization

I authorize Calgary Home Physiotherapy to charge the following credit card to cover fees for services that I receive, as outlined on the Patient Intake form. This may include co-payments and outstanding balances in the event that my Insurer and/or plan administrator does not fully cover the fees owed.

I agree that it is my responsibility to contact my Insurer and/or plan administrator before a service is rendered to understand my plan coverage and limits.

Cardholder's full name: _____

Credit card number: _____

Expiry date (mm/yy): _____ CVV: _____ Postal code of cardholder: _____

Signature of cardholder: _____ Date: _____

Privacy Policy: All information contained herein is protected by privacy laws including the Personal Information Protection and Electronic Documents Act (PIPEDA) and all the corresponding provincial legislation. All users agree to protect the personal health information contained herein from unauthorized use, disclosure, loss, theft, or compromise in accordance with the above noted laws and with at least the same care employed to protect their own confidential information. Any unauthorized access, disclosure or use of this information is illegal.

Credit card information is stored and custodied by Calgary Home Physiotherapy's payment processor, Square, which adheres to the PCI Data Security Standard (PCI-DSS), Level 1. Calgary Home Physiotherapy cannot guarantee absolute security of the transmission or storage of your information at Square or any of its third-party service providers. Visit <https://squareup.com/> for more information.