

Patricia Paddison, MD, PLLC

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Appointments: (425) 455-2526
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Office Location- My office is in Bellefield Office Park, about one block west of I-405 on **SE 8th** Avenue (NOT NE 8th) (near Greenbaum's Home Furnishings) Drive west on SE 8th and turn left into Bellefield Office

Park (114th Ave SE) and cross a bridge. The Cedar Building is the 3rd building on the right *before* the next bridge. I am in the executive office, Suite 100. From Bellevue Way, turn right on 112th (**after** the park & ride) and right on SE 15th into Bellefield, left past the 3 way stop and 1st left into Cedar Bldg.

Office Hours- Appointments: Monday-Thursday 9:40am-3:20pm and until 5:00 pm on Tuesdays.
Office.Phones Answered: 9-4 Monday-Thursday

Voice Mail: Available for *urgent* calls on nights, Fridays, weekends, and holidays- please call the office/answer machine to get instructions as I share on call with other doctors. Any call lasting more than 5 minutes will be charged according to complexity. **Emergencies:** Call 911 or local hospital emergency room

Cancellations: 48 hour cancellation policy. Full charge for missed appointments.

E- Mail is not encrypted or confidential/secured. Use at your own risk. The phone is confidential. Any change of medications or lengthy e- mails will be charged according to complexity \$10-50.

Prescriptions- To refill, please call your pharmacy and request it sent electronically or **Faxed** to 1-425-484-2200 with Patient

name, date of birth, milligram dose, pharmacy name, pharmacy (area code) + Fax number. Filled **only** during office hours. Allow 48 hours to respond. **No meds will be refilled on fridays and weekends.** Requests for refills beyond scheduled intervals will be charged a \$25 fee.

Medical Insurance: Please make your payment on the day of your appointment. Co-pays must be paid at the time of the visit or an administrative charge of \$25 will be added to the bill. You are responsible for phoning your insurance company to clarify your benefits, authorizations, referrals, and interviews that your insurance company may require. At the time of your first appointment, all arrangements must be completed or cash payment made. Insurance must pay promptly. There are many different insurance plans and managed care companies and policies can be confusing. Be sure you understand the mental health benefits of your plan.

Billing Services: I have contracted Northwest Billing Service to handle my insurance claims. Please track your monthly statement indicating what is owed by your insurance company and the balance of what you owe. Contact your insurance claims office concerning your unpaid balance. Specific questions regarding "patient balance due" on your account should be directed to **Linda** by **phone 360-491-8002 or fax 360-491-8007**. Payments not received after 120 days are subject to collections. A \$2/month charge will accrue for accounts over 60 days. There will be a \$25 charge for each returned check.

Office Visits: Initial psychiatric evaluation (45-60 minutes) \$275 (or if not seen in over 1 year)

Medication management (20 minutes) \$100

Medication with counseling (30 minutes) \$125

The following require cash payment: written prescription without office visit \$50

Letters/reports/record review (determined by complexity) \$50-150

Phone Consultation (family, school, legal, insurance company) \$25-150.

Print Patient's Name _____

Signature of Person Responsible for Bill _____ Date _____