

RICHMOND HEALTH CENTRE

Terms Of Trade

- 1) **Payment is due at the time of your consultation** unless prior arrangement is made with practice management
- 2) No Credit is available for visitors/casual patients/new patients
- 3) An invoice for a consultation not paid on the day includes a \$10 account fee. This fee is credited against the patients account if payment is made within 7 days of the invoice date
- 4) Prices for services may be adjusted from time to time. Current prices are clearly displayed on the wall behind reception
- 5) Where it is agreed that payment will not be made on day of service, it is made as soon as possible and no later than the 20th of the month following the date of invoice
- 6) A maximum of \$100_credit limit applies and if time for payment is exceeded, the patient will be notified and Richmond Health Centre will cease to provide non-urgent medical services
- 7) Unpaid accounts will be referred to a debt collection agency. Fees incurred in the collection of overdue accounts are payable by the debtor (patient)
- 8) Richmond Health Centre reserves the right to charge for missed appointments
- 9) Charges may be made for the telephone consultations, forms left for completion by the doctor, or other work performed outside the consultation time
- 10) Disputes regarding accounts should be made within 30 days of the consultation or service

**Visitors and bad debtors are required to pay for appointments
in full prior to being seen**