

American patients: please fill and submit this 2 page form to AMHA if you wish to have them bill your insurance company on your behalf.



# AMHA

AMERICAN MEDICAL HEALTH ALLIANCE

PO Box 2065  
Houston, Texas 77252-2065  
Office: (281) 820-1900  
Fax: (281)453-1945  
Toll Free: (800) 785-8765  
E-mail: info@amhabilling.com  
Web: www.amhabilling.com

## NOTICE TO ALL PATIENTS REGARDING MEDICAL INSURANCE

A major concern all patients have is the extent to which their insurance companies will pay for medical services. We are experts in the insurance coordinating field and have been successful in collecting on health claims. Patients can choose from the following two payment options. Please initial the option that best serves you.

**\* Option #1                      Billing Fee: \$300 \_\_\_\_\_**

This option offer patient's a flat rate of \$300 per service provider (physician / facility) for AMHA to organize, prepare and submit medical claims to their insurance carrier. The flat rate satisfies up to four-weeks of billing for covered services.

**\* Option #2                      Contingency Fee: 20% \_\_\_\_\_**

Option #2 does not require up-front money, and our service fee is based on gross recovery. This option offers the basic, as described in Option #1, however, this option is turn-key and covers the patient for any insurance follow-up, telephone calls, faxes, resubmissions, correspondence, underpayments, policy plan analysis, and denials.

\*Some Restrictions May Apply Please Contact Our Office for More Details

Although there is **NO GUARANTEE** of payment most claims are finalized within 6 to 8 weeks. Within 8 to 10 weeks we should have one of three outcomes: 1) a payment 2) a request for more information 3) a denial. If payment for your claim is denied, we will take the necessary steps to appeal any denials which may include sending letters of appeal to a medical review board, contact the employer, notifying various State Boards of insurance etc., in an effort to reverse the denial.

To authorize our company's involvement in seeking reimbursement for the medical expense you incur at this facility, please do the following:

- Choose from the two payment options from above by initialing on the line.
- Sign and date the authorization at the bottom of this page.
- Complete the form on the opposite side of this page, making sure that all application fields are answered in sections A, B, and C.
- Give all forms to the facility representative at your doctor's office, clinic, or hospital. They will forward them to us. Or you may send the forms directly to us at the address above or fax.

We look forward to assisting you. If you should have any questions, please feel free to call us at (800) 785-8765. For immediate transmission of documents, fax them to (281) 453-1945.

## SIGNATURE REQUIRED

I was treated at \_\_\_\_\_ and I fully understand the above and hereby authorize AMERICAN MEDICAL HEALTH ALLIANCE to file claim(s) to my insurance carrier for expenses incurred at this facility, and to obtain and release any information related to my medical treatment and insurance. By signing this form, I authorize AMERICAN MEDICAL HEALTH ALLIANCE to deposit all monies received on my behalf. I also acknowledge my obligation to pay AMERICAN MEDICAL HEALTH ALLIANCE for their services by selecting one of the two options from above. I am in full understanding that there is NO GUARANTEE OF PAYMENT by using AMERICAN MEDICAL HEALTH ALLIANCE.

\_\_\_\_\_  
(Signature of Insured or Authorized Representative)

\_\_\_\_\_  
(Date)



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## SECTION A: PATIENT INFORMATION

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Name of Patient \_\_\_\_\_ Patient's SS# \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Work or Other Phone \_\_\_\_\_

Email \_\_\_\_\_

Medical Diagnosis \_\_\_\_\_

Date First Diagnosed for this Condition (M/D/Y) \_\_\_\_\_ First Date of Treatment (M/D/Y) \_\_\_\_\_

Family Doctor/Referring Physician \_\_\_\_\_

Patient's Date of Birth --

Patient's Sex

Marital Status

Patient Relationship to Policyholder \_\_\_\_\_

Male  Female

Single  Married

Self  Spouse  Child  Other

Person we may contact other than yourself \_\_\_\_\_

Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Email \_\_\_\_\_

## SECTION B: PRIMARY INSURANCE INFORMATION

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Name of Policyholder \_\_\_\_\_ Policyholder's DOB \_\_\_\_\_

Name of Insurance Company \_\_\_\_\_

Address of Insurance Company \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone \_\_\_\_\_

SS# \_\_\_\_\_ ID# \_\_\_\_\_

Employer Name \_\_\_\_\_ Group # \_\_\_\_\_

Name/ext. of insurance contact who has helped you process previous claims \_\_\_\_\_

For Champus/Champ VA ONLY: Policyholder's Grade/Rank \_\_\_\_\_ Branch of Service \_\_\_\_\_

Policyholder's Status:  Active Duty  Retired  Deceased  Champus ID No. \_\_\_\_\_

## SECTION C: SECONDARY INSURANCE INFORMATION

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Group Name / Employer: \_\_\_\_\_ Group # \_\_\_\_\_

Name of Policyholder \_\_\_\_\_ Policyholder's DOB \_\_\_\_\_

Name of Insurance Company \_\_\_\_\_

Address of Insurance Company \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone \_\_\_\_\_

SS# \_\_\_\_\_ ID# \_\_\_\_\_ Group Name/No. \_\_\_\_\_