

Insurance Worksheet

I do not file insurance plans in this practice; however, I will provide you with the documentation (Superbills) you need to follow your insurance claim yourself.

You may want to contact your insurance company to determine whether or not they will pay "out of network benefits." Below is a guide to help you get the information you need from your insurance company. I recommend that you document the information you are given over the phone. Below is a guide for you to follow.

Date and time of call	
Verify that the number you have called is for mental health benefits	
Write down the name of each person with whom you speak	
Ask if outpatient mental health benefits are covered	
Ask if your insurance company will pay for services provided by a provider who is "out of network."	
Ask if you need a referral from your primary care physician.	
Ask whether the Fee for the initial evaluation will be covered.	
Ask what is the maximum number of sessions per year allowed by your insurance company.	
Ask what is the maximum dollar amount covered by your insurance is for outpatient mental health.	
Ask what is your deductible dollar amount and whether you have met this year.	
Ask when your deductible year starts	