

**Patricia Paddison, MD, PLLC  
4957 Lakemont Blvd SE; Ste C-4143  
Bellevue, WA 98006**

**Appointments: 360-491-8002**

Clinical issues: (425) 455-2526

Fax 1-425-484-2200

E mail [ppaddison@msn.com](mailto:ppaddison@msn.com)

[www.drppaddison.com](http://www.drppaddison.com)

**Office Location-** CURRENTLY ALL APPOINTMENTS ARE REMOTELY. I will return to the office once there is treatment for covid 19 or a vaccine.

**Office Hours- Appointments:** Please call 360-491-8002 to schedule/reschedule all appointments. Monday-Friday 8-5. **Clinical matters** call 425-455-2526, Phones Answered: 10-5 Monday-Wednesday and 10-5 on Thursday. The office is closed on Fridays.

**After Hours:** 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 a group of doctors. Any call lasting more than 5 minutes will be charged according to complexity. **Emergencies:** Call 911 or local hospital emergency room. Calls to my cell phone: \$25

**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. You may securely e mail through practice fusion

**Prescriptions-** To refill, please call your pharmacy and request it **Faxed** to 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 or email [linda@nwclinical.com](mailto:linda@nwclinical.com)** 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) \$300 (or if not seen in over 1 year)

Medication management (≈ 20 minutes) \$125

Medication with counseling (≈30-40 minutes) \$150-175

Medical psychotherapy (≈45 minutes) \$175

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.

Signature \_\_\_\_\_ Date \_\_\_\_\_