

Annual Administration and Form Fee:

At Greenwich Pediatric Associates, we are committed to providing high quality health care. To cover administrative costs associated with providing services not covered by insurance such as filling out **any** forms requested by schools, camps, childcare, or sports, including those for medications, and for letters for coordination of care or travel, there is a small annual fee charged as shown below.

We recognize that the need for forms and letters varies per patient; thus we offer two options:

Option 1 (Unlimited for the calendar year January 1 to December 31):

\$60 per patient for the year (Family Maximum \$225)

Option 2: \$25 for each form

There is a separate charge for a copy of the Medical Record: \$25

Please fill out this form and submit to the office with payment: **Option 1 only**

No form or payment is due now for Option 2 – payment will be due at the time forms/letters are submitted to, or requested from the office.

Option 1: Yes, I am enclosing the Annual Fee of \$60 **per patient** up to a family maximum of \$225 for the following patients:

(note: once Option 1 payment is processed, you cannot switch between options)

	Patient Name	D.O.B.	Amount
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

