

### Credit Card Authorization

Please be aware that your therapist is only compensated for their service once you or your insurance company makes a payment. If you do not show up to your appointment, your therapist doesn't get paid. With advance notice of cancellation, they are then able to fill that slot. For this reason, we charge a \$75 fee when you do not show or do not cancel 24 hours in advance. \_\_\_\_\_ (Initial)

Gabriel Group Counseling uses an independent/outside billing company; **North Coast Dynamic Systems or NCDS Medical Billing** that has been in business since 1984. They are responsible for submitting claims to your insurance company and are responsible for submitting bills to you. If you have any questions regarding your bill, please call our billing company directly at **440-234-8833** and select **option 2** to speak to a representative \_\_\_\_\_ (Initial)

You can also go to their website, **ncdsinc.com**, create an account and login to see your account at any time. Please ask your therapist to provide you with your patient number.

We require that you keep your credit card or debit card account number on file with us. Your information is kept confidential and secure and charges to your card are processed **only after**:

1. You have not responded to three statements sent to you by our billing company NCDS, and
2. You have not responded to a phone call by NCDS, and
3. You have not responded to a text from our office.

\*I authorize **North Coast Dynamic Systems (NCDS)**, to charge the portion of my bill that is my financial responsibility to the following credit or debit card: \_\_\_\_\_ (Initial)

Patient Name \_\_\_\_\_

\_\_\_ Visa \_\_\_ MasterCard \_\_\_ American Express \_\_\_ Discover \_\_\_ Debit Card

Name on card \_\_\_\_\_

Card # \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Expiration Date \_\_\_\_ / \_\_\_\_ CVC Code \_\_\_\_\_

Billing Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Cardholder Name \_\_\_\_\_

Signature \_\_\_\_\_

If you see a charge on your credit card statement from **NCDS or North Coast Dynamic Systems**, please be advised that is our billing company. \_\_\_\_\_ (Initial)