**Assignment of Medical Benefits**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, understand that I am seeing Rawlings Community Counseling and as a courtesy the office will be billing my insurance company. However, I do understand that should my insurance company send the payment to me, I will forward the payment within 48 hours to Rawlings Community Counseling. I also understand that should I not send the payment to the office and the office has to proceed with the collections process; I will be responsible for any cost incurred by the office to retrieve their moneys. I also understand that the office may have to report said payment to the Internal Revenue Service as income.

I authorize my insurance company to pay my benefits directly to Rawlings Community Counseling and I understand that I will be fully responsible for any outstanding balance on my account.

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

**Receipt of Privacy Act**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, acknowledge that I have received a copy of the PHI from Rawlings Community Counseling. I realize that if at any time I have any questions regarding PHI I may contact the office.

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