

Thank you for choosing Southeast Texas Gastroenterology Associates, P.A. (SETGA). The physicians and staff of SETGA seek to provide you with prompt, comprehensive and compassionate gastroenterology services.

Our office hours are Monday through Thursday, from 8:00 a.m. to 5:00 p.m., and on Friday, from 8:00 a.m. to noon. Our main phone line is (409)833-5858. Our direct office appointment line is (409)833-5959. The Billing Department may be reached at (409)833-5557. If you are in need of immediate medical service, please dial 911 or report to your nearest Emergency Room for assistance.

SETGA accepts patients by physician referral. This is necessary for continuity of care once your gastrointestinal consultation and/or endoscopy has been completed.

Your initial visit to our office may be scheduled with a physician or one of our nurse practitioners. Please be assured that all services provided by non-physician staff are performed at the direction of a staff physician.

Our Insurance Department will contact your insurance company prior to your office consultation or endoscopy. The information provided to SETGA by your

insurance carrier is not a guarantee of payment, therefore, benefits payable after claims processing may differ. You will need to confirm your insurance carrier's preference for ancillary services for outpatient endoscopy, screening exams, anesthesia, laboratory, radiology, and their referral or precertification requirements prior to your scheduled medical services in order to receive the maximum benefit allowed by your plan. Please notify our Billing Department of any changes in your insurance coverage prior to your medical services so that we may file your claim for reimbursement.

Co-payments and deductibles will be collected prior to medical services. These are estimates based on the information provided to us by you and your insurance company at the time of verification. The actual amount due may change should the proposed service change (i.e. a scheduled screening exam or endoscopic procedure requires additional medical services such as a biopsy, polypectomy, or dilatation) or insurance reimbursement change (such as a change in status of your deductible, termination of insurance, or coordination of benefits with another plan). You are also responsible for any amounts not covered by your insurance company. Any overpayment will be refunded promptly to the patient and/or appropriate party.

Payment arrangements on remaining balances and for uninsured patients may be made through the Financial Counselor prior to the date of service.

The physicians at SETGA are pleased to offer gastrointestinal and digestive disease consultation and technical pathology services. SETGA also offers endoscopic procedures, including but not limited to, Colonoscopy, Flexible Sigmoidoscopy, Esophagogastroduodenoscopy (EGD), and ERCP at The Endoscopy Center of Southeast Texas, Christus St. Elizabeth Hospital, and Memorial Hermann Hospital – Beaumont.

The following physicians are partners in the group medical practice,
*SOUTHEAST TEXAS
GASTROENTEROLOGY ASSOCIATES
(SETGA)* and have limited ownership in
*THE ENDOSCOPY CENTER OF
SOUTHEAST TEXAS* (the outpatient surgical facility):

Andrew H. Barenberg, M.D.
Raja S. Chennupati, M.D.
Joseph W. Holland, Jr., M.D.
Daniel P. Stagg, III, M.D.
Keith A. Wied, D.O.

Southeast Texas Gastroenterology Associates and *The Endoscopy Center of Southeast Texas* are separate legal entities; therefore, medical records and accounting must be maintained separately. Charges for physician services and charges for facility fees will be billed separately by each entity.

Patients who undergo endoscopic procedure(s) may also receive an additional bill for anesthesia services for the administration of moderate sedation and an additional bill for pathology services should biopsy, polypectomy, or tissue removal be performed.

Southeast Texas Gastroenterology Associates reserves the right to assess \$75 fee for patients who do not keep their office appointments. We request that you provide our office with notice of cancellation at least 24 hours in advance of office appointments to avoid this fee. Office appointments may be cancelled by calling the direct line at (409)833-5959 or the main line at (409)833-5858. Endoscopic procedures may be cancelled up to 48 hours in advance by calling (409)898-6496, (409)898-6497, or (409)898-6498.

Thank you for choosing Southeast Texas Gastroenterology Associates. Please visit our website at www.setga.com.