



Important Patient Information

Evaluation and Treatment - After the initial diagnostic interview, our findings and recommendations for treatment will be discussed with you (and/or family members if you wish). We will then recommend the most appropriate treatment, which may include therapy and/or medication, working with our psychiatrists, psychologists, licensed therapists, social workers, trainees, or nurse practitioners. You are an important part of your treatment, so please ask questions and let your provider know of your expectations and concerns.

Billing and Insurance - Everyone receiving care is required to pay in full for services rendered at the time of the visit, unless our staff has verified your benefits and indicated that your insurance will cover all of the services provided. You will be required to pay any applicable co-payments, co-insurances or deductibles at the time of your visit. Insurance benefits are taken by phone and are NEVER a guarantee of payment from your insurance company. Your insurance plan may require you to obtain authorization for services. There are *numerous* benefit plans available. Our staff should have discussed details on *your specific plan* prior to or at the time of your first visit. If you wish to discuss your benefits further, please call our Financial Specialist at 974-1049. You will receive monthly billing statements from the University Medical Services Association, Inc. (UMSA). If you have any questions concerning your bill, call (813) 974-0509.

Parking for your appointments - USF requires that you park in a spot that has been specifically designated for patient parking. These spots are located in ONE ROW and the pavement is painted with green "patient parking" boxes. Should these spots all be occupied, please request a hangtag from the front desk.

Prescriptions - Please allow *at least* seventy-two (72) hours when calling in for a prescription renewal. Please have the name and phone number of the pharmacy you wish to use available at the time you call.

Cancellations and No-Shows - If you are unable to keep a scheduled appointment, please call us at (813) 974-8900 at least forty-eight (48) hours in advance. You will be billed for any missed appointment or appointment you cancel with less than forty-eight (48) hours notification.

Emergencies and After-hours - To contact an on-call physician after business hours and on the weekend, please call (813) 974-2201.

See Back for Important Phone Numbers



IMPORTANT PHONE NUMBERS

USF Psychiatry Clinic

Follow-up appointments	974-8900
Prescription Refills	
Medical Assistance & Inquires	
Insurance Benefits	974-1049
Medical Records	974-2309
Manager	974-2303
After-Hours	974-2201

Child Development Center

Inquires	974-1516
Appointments, Prescription Refills & Medical Assistance	974-8900
Insurance Benefits	974-1049
Medical Records	974-1516
Center Administrator	974-8110
After Hours	974-2201

PARKING MAP

