



**ROBERT N. HEATH, JR., P.A.**  
Focusing on Personal Injury Protection Law



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Special points of interest:

- Disclosure & Acknowledgement Forms
- Upcoming Events

Inside this issue:

- The E-Newsletter is Here 1
- Those #@%!( \* Disclosure & Acknowledgement Forms 1
- Upcoming Events 2

## THE E-NEWSLETTER IS HERE

We are pleased to offer this inaugural e-newsletter as another value added service to our PIP provider clientele. We hope that you will find it informative and useful in your practice. Remember, our website is dedicated to helping PIP medical providers such as you recover the charges that you are entitled to for the treatment of your patients who have been injured in auto accidents. You can access the site at [www.floridapiplawyer.com](http://www.floridapiplawyer.com) for more information.

## THOSE #@%!( \* DISCLOSURE & ACKNOWLEDGEMENT FORMS

Many medical providers have had *all* of their charges denied by USAA and other insurance companies for failing to “properly complete” an Initial Disclosure & Acknowledgement (D&A) form. This form is part of the new anti-fraud measures passed by the Florida Legislature and is *required* to be completed at the initial date of service. It is vital that medical providers be aware of this and ensure that their staff complies with several key elements:

1. The form must be *physically signed* by the patient *and the physician* at the initial treatment service. No stamped signature is acceptable. It cannot be signed later.
2. The treatment provided at the initial service *must* be listed in the first paragraph *before the patient signs the form*. You need not list CPT or ICD-9 codes and no magic language is required. For example, listing “initial exam, x-rays, e-stim and adjustment” would be acceptable.
3. The form must be *mailed to the insurance company with the initial bills*. It *cannot* be filed electronically, even if you electronically submit your bills.
4. While there is no requirement that you submit the D&A form or your bills by certified mail, you should at least keep a complete copy of everything that is submitted to the insurance company in the initial billing.

Following these simple steps will eliminate many problems and get you paid on time. If you have any questions, or have been denied payment, contact us or fill out the form on the website and we will respond to you right away.

## COMING SOON:

### The Top Ten Things You Can Do to Ensure Payment

We are planning a series of small, **free**, lunchtime seminars for you and your billing staff to discuss the ten most common pitfalls that prevent you from maximizing your PIP collections. We hope that you will be able to join us.

## WE LOVE FEEDBACK

We'd like to hear from you about our newsletter and any other topics that you'd like us to address in future editions. Please feel free to email me at [rnheath@pensacolalaw.com](mailto:rnheath@pensacolalaw.com) or use the form on the [www.floridapiplawyer.com](http://www.floridapiplawyer.com) website to give us your reactions and suggestions.