



Lafene Health Center
1105 Sunset Avenue
Manhattan, KS 66502 -3575
785-532-6544
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This information is provided to help students understand financial obligations for services received at Lafene Health Center.

Lafene Health Center is funded by the student health privilege fee and by user fees. The student health privilege fee you pay as a part of your tuition helps maintain the Health Center, keeping it accessible and available to all students. The fee subsidizes, but does not totally cover laboratory tests, medications, x-rays, treatments or other procedures and supplies which may be necessary to assist in your care. You will be charged a fee, customarily much less than you would have to pay in the general community, for these services.

To help maintain low costs, we encourage payment at the time services are rendered. For your convenience, we accept cash, check, debit card, Visa, MasterCard, American Express and Discover Card for payment. All account balances unpaid after 60 days will be assessed a monthly 1.5% handling fee. It is our policy that all accounts must be paid in full within 60 days of the date of service. Failure to do so will result in placing the account on "hold" status. University policy states such an account is delinquent, and the student will not be allowed to enroll, drop/add or receive a transcript until the debt is paid in full. Lafene Health Center can collect from student financial aid without notice on any unpaid balances. If full payment is still not made after 120 days, university policy also states the account will be sent to a private collection agency, and a \$15 collection fee will be assessed. All returned checks will be assessed a \$35 service charge. For questions, call (785) 532-7759.

The Health Center's Business Office can submit medical claims to your insurance company if you provide us with the following information prior to or at the time of service: a copy of the front and back of your medical insurance card; the patient's name and student identification number; the policy member's name, date of birth, the policy holder's address including street, city, state and zip; and the patient's relationship to the policy holder. If the Business Office is not provided with current, accurate insurance information within 30 days of date of service, insurance filing will become the patient's responsibility. If your insurance provider is an HMO, you are responsible for obtaining any pre-authorizations or referrals from your primary care provider. The Health Center is not a contracting Medicaid/Medicare provider, therefore if you are a beneficiary of this program, you will be personally responsible for any charges incurred at the Health Center. Insurance claims cannot be submitted by Lafene Health Center to any insurance carrier who does not have an office within the United States. There may also be certain contractual reimbursement systems with which the Health Center does not have a payment arrangement. Check with the Health Center's insurance personnel for more information. For questions regarding the status of your claims, please call (785) 532-6749.

Claims for prescription drugs can be filed with most insurance companies at the time of service, including the University sponsored student health insurance plan. If the Pharmacy is not provided with current, accurate insurance information at the time of service, insurance filing becomes the patient's responsibility. The pharmacy receipt given with your prescription may be used in self-filing for all insurance carriers. For questions regarding Prescription Insurance, call (785) 532-7758.