

**Billing & Scheduling Business Office Contact:** Spine Consultants  
2777 Finley Road Unit 17  
Downers Grove, IL 60515  
**Office: 773-321-2800**  
**Fax: 773-321-2801**  
**Email: wc@spineconsultants.org**  
**Spine Consultants Tax ID: 27-0980626**

- IME payment is due within 30 days of the IME; payments more than 30 days past due may be sent to collections and may be charged 1.5% interest.
- **Payments for all charges are due in full (e.g. - IME, x-ray, sorting charges, summary charges, etc.)—no discounts.**
- IME performed in conjunction with an Impairment Rating will be assessed an additional fee.
- Records received should be in date order with most recent on the bottom.
- IME medical records larger than 100 pages may be assessed additional fees for
  - Record review - 1<sup>st</sup> hour is included, additional time billed at \$1,000/hour; billed in 15 min increments.
  - Record summary – 1<sup>st</sup> hour is included, additional time billed at \$200/hour; billed in 15 minute increments.
  - Record reorganization – 1<sup>st</sup> hour is included, additional time billed at \$100/hour; billed in 15 minute increments.

Standard IME Exam \$2,000 - 1 body part

- No show or cancelled less than 2 business days prior to the appointment \$2,000

Extended IME Exam \$2,300 - 2 body parts

- No show or cancelled less than 2 business days prior to the appointment \$2,300

Complex IME Exam \$2,600—3 body parts

- No show or cancelled less than 2 business days prior to the appointment \$2,600

**The services listed below will be billed after the appointment.**

Other non-professional charges such as Durable Medical Equipment (DME), impairment rating, surveillance review, x-rays, CT and MRI are not included in the above charges. Scheduling the IME appointment signifies agreement to the above charges.

**Other Charges Associated with IME including Legal Fees**

Discovery/Evidence Deposition	\$ 1,250/hour (two hour minimum)
Videotape Deposition	\$ 1,500 1 <sup>st</sup> hour; \$ 1,250/hour thereafter (two hour minimum)
Deposition of Coder	\$ 1,000/hour (one hour minimum billed in 15 minute increments)
Trial	\$14,000/8-hour day calculated based on door-to-door time
Meeting	\$ 1,000/hour (billed in 15 minute increments)
Telephone Conference	\$ 1,000/hour (billed in 15 minute increments)
Addendum	\$ 1,000/hour (billed in 15 minute increments)
Record Review	\$ 1,000/hour (billed in 15 minute increments)
Coding Review	\$ 500/hour (billed in 15 minute increments)
Medical Record Summary	\$ 200/hour (billed in 15 minute increments)
Record Reorganization	\$ 100/hour (first hour - no charge, billed in 15 minute increments)

**DEPOSITION PROTOCOL:**

- **Additional/new** medical records should be received in date order with most recent on the bottom or record reorganization and record review fees will be charged. **Additional/new medical records MUST be received 21 business days** prior to deposition or the deposition may be cancelled.
- All time over the minimum will be rounded up to the nearest 15-minute increment & prorated.
- **Payments are due in full—no discounts. Past due amounts over 30 days may be subject to 1.5% interest.**
- Deposit of minimum fees must be paid by noon 7 business days (excluding Saturday & Sunday) prior to the deposition date (excluding the date of the deposition) or the date will be released
- Additional time required for the deposition not included in the original time allotted **must be paid upon completion of services** by the attorney requesting additional time.
- The scheduling attorney is responsible for forwarding deposition date, time and location to opposing counsel.
- If applicable, we do not have access to Dr. Butler's records at Illinois Bone & Joint Institute (Jesse Butler MD medical records prior to May 2010). The scheduling attorney must secure records from IBJI 847-663-5901 and provide them to Spine Consultants at least **21 business days** prior to the deposition date.
- **Deposition Cancellation policy**
  - Fees are 100% refundable until noon on the 7<sup>th</sup> business day (excluding Saturday & Sunday) prior to the deposition date (excluding the date of the deposition).
  - Written cancellation of depositions received after noon on the 7<sup>th</sup> business day (excluding Saturday & Sunday) prior to the deposition date (excluding the date of the deposition) and before noon on the 3<sup>rd</sup> business day prior to the date of the deposition (excluding the date of the deposition) will receive a 50% refund of fees.
  - Any cancellation received after noon on the 3<sup>rd</sup> business day prior to the date of the scheduled deposition (excluding the date of the deposition) will forfeit deposition fees.