



IME Pre-Pay Charges Protocol (Effective 03/14/2018)

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Billing & Scheduling Business Office Contact: Spine Consultants
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- IME Pre-payment is due 4 business days prior to the appointment.
- IME appointments without pre-payment 4 business days in advance may be cancelled. All reports will not be released until payment in full has been received.
- **Payments for all charges are due in full (e.g. - IME, x-ray, sorting charges, summary charges, etc.)—no discounts.** All reports will not be released until payment in full has been received.
- 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 - 1st hour is included, additional time billed at \$1,000/hour; billed in 15 min increments.
 - Record summary – 1st hour is included, additional time billed at \$200/hour; billed in 15 minute increments.
 - Record reorganization – 1st 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 st 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 7th 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 7th business day (excluding Saturday & Sunday) prior to the deposition date (excluding the date of the deposition) and before noon on the 3rd 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 3rd business day prior to the date of the scheduled deposition (excluding the date of the deposition) will forfeit deposition fees.