

## Payment Terms & GDPR Policy

I hereby undertake to pay Avicenna Health for services and materials relating to my treatment as a private patient, for this consultation and any subsequent consultations.

Payments must be made within 3 days after all appointments, in full. Payments can be made by credit card (excluding American Express), debit card, cash or cheque. There is an option to set up a direct debit automated payment – please contact us for details.

Patient claiming expenses from medical insurance are required to pay for all treatment in full and claim the reimbursement directly from the insurance company. Avicenna Health will provide any invoices required to confirm treatment costs.

For patients failing to pay, a reminder email will be sent. Failing to receive payment after this email will mean we will employ an external agent to chase the fees on our behalf. Extra fees will be incurred if passed to an external agent for non-payment.

### **Data Protection Act:**

I am being notified of the Data Protection Act as it relates to my data processed by Avicenna Health as follows:

- Confidentiality: the confidentiality of patient information is of paramount concern to Avicenna Health. To this end, Avicenna Health fully complies with Data Protection Legislation and Medical Confidentiality Guidelines.
- Medical Information: Medical information will be kept confidential. It will only be disclosed to those involved in your treatment or care, or to their agents and if applicable, to any person or organisation who may be responsible for meeting your treatment expenses, or their agents.

Please also see our Privacy Notice & Terms and Conditions for further information on the following links:

<http://www.avicenna-health.com/upload/Footer/Privacy%20Notice%20-%20May%202018.pdf>

<http://www.avicenna-health.com/upload/Footer/Avicenna%20Health%20Terms%20&%20Conditions%20-%20updated%2001.11.2018.pdf>