

## Getting Started

Diversified's billing service will increase your revenue by reducing the number of denied and unpaid claims and free up your time and resources for you patients. Your office staff is free to concentrate on the patients health and well-being without the daily interruptions associated with medical billing.

Diversified provides a valuable service to your healthcare practice by eliminating the collections and claims process for the organization. We submit claims to Medicare, Medicaid, third party payers and send itemized patient statements. We submit electronic claims in a timely and secure manner, substantially reducing errors and time between claim submission and claim payment. Diversified's practice management system includes checks and balances to eliminate errors before claims are submitted.

### **Let's get started today:**

- Call Diversified at 1-800-478-4091 to establish communication between our offices.
- Download, completed and return the Billing Rate Worksheet Form to Diversified.
- Diversified will contact you with a billing rate for services.
- Diversified will send you a contract for services.
- Download the Clinic Information Form, Provider Information Form, Technology Questionnaire Form and the Business Associate Agreement Form.
- Complete all forms thoroughly and provide all requested information.
- Return completed forms and information to Diversified.
- Your account is set up and ready for data input within days of receiving your clinic and provider information.
- Diversified's technology staff works with your office to establish Internet access to your account and data exchange between our offices.
- You'll see charges billed immediately and payments soon thereafter.

**Partnering with Diversified is right for your office. Call Now!**