



TOTAL FAMILY CARE

Dr. Hylton Lightman, Medical Director

01 January 2018

Re: Valid Active Insurance and PCP is Dr. Lightman

We at Total Family Care are grateful that you have entrusted us with your children's health care.

Part of delivering health care involves insurance. When you come to Total family Care (even when you may bring the same child several times within one week), we will validate that your child has **ACTIVE insurance** and that **Dr. Hylton Lightman is the Primary Care Provider** referred as **PCP**.

For most, if not nearly all insurances, it is imperative that Dr. Lightman is listed as your children's PCP. We validate your insurance even if you come to our office several times within a week and that process includes that Dr. Lightman is the listed PCP.

Insurance companies are no longer allowing patients to "backdate" the Primary Care Provider (PCP) to the date of service.

We do not know why one child within a family may have inactive insurance or there is a different PCP listed but the siblings are all "good to go."

Please respect our staff when we contact you to inform you that your child's insurance is showing not active or to please change the PCP to Dr. Hylton Lightman.

Dr. Lightman MUST be listed as the PCP with the insurance company

If there's no insurance for the date of service, payment is expected at the time of service

Please see our Financial Policy for more details. If you obtain "active" insurance and we are able to bill out within 3 days from date of service and TFC will be reimbursed, TFC will refund you.

Again, thank you for entrusting Total Family Care with your children's health care.

If you have any questions, please feel free to reach out.

Hylton I Lightman MD DCH (SA) FAAP
President and Medical Director

Leah Lightman
Director of Administration

Total Family Care of the 5 Towns and Rockaway
601 Jarvis Avenue
Far Rockaway, NY 11691
Phone 718-868-4808 Fax 718-868-2270
www.totalfamilycaremd.com