

FMLA (Family Medical Leave Act/ Short term Disability/ Paperwork Policy:

FMLA/ Short term disability/ accommodation forms must have a medical reason approved by a Tri Health Family Wellness Center, LLC provider. Tri Health Family Wellness Center, LLC is <u>not responsible for denials.</u>

Fee payment & Appointment MUST be made to complete paperwork.

FEE REQUIRED prior to completing paperwork.

- 1-page documents for \$25.00
- FMLA/Short term disability packages \$75.00
- Other Forms \$25 a page

APPOINTMENTS

- o At this appointment you will sit with a provider and complete the paperwork together.
- Paperwork will be reviewed & signed by the provider, submitted, and scanned into patients' records; originals will be given to the patient.
- No changes will be made after signature of provider.

Signature	_Date
Print Name:	

Signature by:
Patient
Legal Guardian
Proxy
Legal Representative