

Guarantor process

When creating a chart/scheduling an appointment **AND** checking in a patient, please verify:

- Who is responsible for this/today's visit?
- What insurance, if any, should we be billing for said visit?

Please verify when scheduling the appointment who is going to be responsible for the visit and then again at check in.

If there is any questions/concerns, please reach out to the PSR Coordinator or the PSR Manager.

From:

<https://wiki.spectrahealth.org/> - **Spectra Health Wiki**

Permanent link:

https://wiki.spectrahealth.org/patientservices:guarantor_process

Last update: **2025/09/09 16:15**

