



SureAccess MD, LLC
8525 Line Ave., Suite A
Shreveport, LA 71106

AGREEMENT AND CONSENT TO PARTICIPATE
IN SUREACCESS MD, LLC PROGRAM

The purpose of this Agreement is to explain the terms and conditions under which you, the patient, will participate in the program provided by SureAccess MD, LLC for providing primary care services by Dr. Richard (Rick) Michael, Dr. Paul Guidry, or Dr. Steen Trawick in a unique practice setting. Membership in this practice will be limited to the patients who agree to pay the membership fee set forth in exhibit "A" to this Membership Agreement and who are accepted into the practice as indicated by Dr. Michael's, Dr. Guidry's or Dr. Trawick's signature on this Agreement.

1. Patient/Member

"Patient"/"Member" refers to the individual whose name is listed on the signature page of this Membership Agreement. If a spouse, a family member (parent or child), or a guardian signs for an individual, the Patient/Member shall refer to the member receiving the healthcare provided. Signing this agreement does not supersede applicable state, federal or local laws regarding healthcare, confidentiality of medical information, or contractual reimbursement.

2. Doctor

Dr. Richard (Rick) Michael, Dr. Paul Guidry, or Dr. Steen Trawick, as well as any physician subsequently employed or contracted by SureAccess MD, LLC will be the primary care physician for purposes of this Membership Agreement. During the times that the Doctor is on vacation, a qualified physician/provider will be available to provide the services listed in this Agreement (as close to a normal routine as is possible while the doctor is out). The Doctors will be available to see Patients/Members in an office setting during regular business hours and will be available to the Patient/Member 24 hours a day via phone, texting, and portal messaging for urgent or emergent medical needs.

3. SureAccess MD, LLC

SureAccess MD, LLC is a Louisiana Limited Liability Company. SureAccess MD, LLC is owned by Dr. Richard (Rick) Michael and Dr. Paul Guidry, who will administer certain non-medical aspects of the practice. As long as the Patient/Member participates in the SureAccess MD, LLC program, Dr. Michael, Dr. Guidry, or Dr. Trawick will have the authority and responsibility for the providing of medical services to the Patient/Member.

The membership fee that the Patient/Member pays under this Agreement will be collected by SureAccess MD, LLC and paid to SureAccess MD, LLC as payment for services outlined in the Membership Agreement and provided by Dr. Richard (Rick) Michael, Dr. Paul Guidry, Dr. Steen Trawick.

4. Doctor's Services

Dr. Richard (Rick) Michael, Dr. Paul Guidry, or Dr. Steen Trawick (or a replacement when they are out of the office) will provide primary medical care services to the Patient/Member and a level of professionalism and expertise that is consistent with the care generally provided by primary care physicians who are practicing in the Shreveport-Bossier City area. In addition, the Doctor agrees to set up his practice to afford the Patient/Member the care and attention described in this Membership Agreement. Generally, the Doctor agrees to limit his practice to no more than five hundred (500) Patients/Members during the term of this Membership Agreement.

The Doctor will supply the Patient/Member with an after-hour phone number that will directly connect to his/her cell phone, as well as a mechanism to contact them through a HIPPA compliant texting platform (Spruce) and HIPPA compliant messaging platform (Elation Passport). The after-hour access is intended primarily for urgent and emergent medical issues. The Doctor, or his covering physician/provider, will make every effort to always be personally available to the Patient/Member, whether in the office for any medical issues that are reasonably addressed by a primary care doctor in an outpatient setting or during non-office hours (evenings and weekends) for urgent and emergent medical issues.

The Doctor, to the extent reasonably possible, will make his best efforts to see the Patient/Member in the office on the same or the next business day after a request for appointment is made for routine or urgent care.

In addition, to the extent reasonably possible, the Doctor will see the Patient/Member in the office at the time of the scheduled appointment with the goal to keep the waiting time to the absolute minimum.

No service that is currently, or will in the future, be considered allowable by Medicare or

reimbursed by a private insurance company can be included in the annual fee.

5. Additional Delineation of Services Provided By Membership Fee

The services or amenities provided by the Annual or Monthly Membership fee include, but are not limited to the following:

- As above, the Doctor will maintain a small practice population (relative to a traditional practice in the Shreveport-Bossier City area) that allows the Patient/Member same day or next day access to the Doctor, after-hour access to the Doctor for urgent and emergent medical issues, and longer appointment times with the Doctor that will be focused on a comfortable pace and interaction, as well as an attempt to provide very detailed and thorough primary care.
- The Doctor will be available to see the Patient/Member in an out of office setting (home, nursing home, skilled nursing facility, etc.) when clinically appropriate and agreed upon between the Doctor and Patient/Member. Consistent need for out of the office care could necessitate the doctor to charge the Patient/Member an additional \$50/month fee on top of the current membership fee at the time of this determination.
- The Doctor will be available to accompany the Patient/Member to an appointment with a Specialist when clinically appropriate and agreed upon between the Doctor and Patient/Member.
- The Doctor will review the Patient's/Member's electronic health record prior to each Patient/Member visit to create a list of objectives for the visit that will make the visit as productive and efficient as possible.
- The Doctor will provide the Patient/Member with an executive level Annual Exam ("Physical") once every one to two years (with an attempt to do it once a year when feasible). This Annual Exam will include a screening EKG (heart scan of electrical activity) and screening spirometry testing (lung function evaluation through measuring lung volumes), meaning that there is no clinical reason to perform these tests and that these tests are not billed to the Patient's/Member's insurance company.
- The Doctor will attempt to communicate lab results, radiologic results, and other Patient/Member results to the Patient/Member in writing (snail mail), email, Elation Passport portal communication, or via phone conversation within five days of acquiring such data.
- The Doctor will enroll the Patient/Member, when appropriate, in the Practice's Vascular Screening Program as arranged with the Highland Clinic Vascular Lab

OR an equivalent Vascular lab. This is a program that screens for asymptomatic vascular disease (blockages, aneurysms, etc.) in the carotid arteries, abdominal aorta, and lower extremity arteries. This Vascular Screening Program is paid for by the doctor out of Membership Fees received from the Patient/Member. This Vascular Screening Program is not usually done for general routine health maintenance in asymptomatic patients and is not paid for by insurance programs for asymptomatic patients.

- The Doctor will refer the Patient/Member, when it is clinically appropriate, for low-cost screening tests such as coronary artery screening for blockages (CT Coronary Artery Calcium Scoring Or Clearly CT Angiogram of the Coronary Arteries), for genetic testing to evaluate disease risk and metabolism of certain medications, and for other innovative testing/technologies that are not generally done in a traditional primary care practice.
- The Doctor will arrange for members admitted as inpatients to all local hospitals to be admitted to and cared for by the designated hospitalist services at each specific hospital. The Doctor will maintain, as best he can, access to the computer systems for each local hospital to stay aware of the care of the member while in the hospital. The Doctor will make every effort to expedite care and maintain continuity of care once the member is discharged home and requires needed follow-up.
- The Doctor will provide access to innovative and evolving modalities (hyperbaric oxygen, metabolic testing, red light therapy, shock wave therapy, IV fluids, etc.), when available, at a discounted price relative to the general public.
- The Doctor will promise to always strive to evaluate his practice style and offerings to evolve his concierge practice to provide his Patients/Members with high yield and innovative technologies that promote better individual health and/or better understanding of one's health status.

6. Term

The term of the Agreement shall be one (1) year from the effective date of this Agreement to be automatically renewed for an additional one (1) year upon payment of the membership fee unless otherwise terminated as provided in the termination section 8 of this Agreement.

7. Hospital Care

As stated above, the Doctor will arrange for members admitted as inpatients to all local hospitals to be admitted to and cared for by the designated hospitalist services at each specific hospital. The Doctor will maintain, as best he can, access to the computer systems for each local hospital to remain aware of the care of the member while in the hospital. The Doctor will make every effort to expedite care and maintain continuity of care once the member is discharged home and requires needed follow-up. The Doctor will make social calls and periodically follow the Patient/Member where appropriate, but the Doctor will not be the admitting Doctor for the Patient/Member at this facility. The Doctor will continue to be the Patient/Member's primary care Doctor after hospital admission to any facility for the purpose of providing primary care and post hospital care.

8. Patient Responsibility

The Patient/Member agrees to pay SureAccess MD, LLC the membership fee described on exhibit "A" attached to this Agreement. This membership fee is due at the time of signing (three months nonrefundable initial payment before starting monthly payments). SureAccess MD, LLC may change the membership fee at any time by sending the Patient/Member a new schedule of membership fees. Any revised membership fee will be applicable at the designated time as outlined in the new fee schedule. Notwithstanding any other provisions of this agreement, the first three months of the program fee is not refundable in whole or in part.

The Patient/Member does acknowledge that membership in SureAccess MD is not in any way a substitute for health insurance. It is the Patient/Member's responsibility to maintain health insurance. SureAccess MD, LLC and the Doctor will bill the Patient/Member's insurance for applicable medical services provided by the Practice and the Doctor (office visit professional fees, hospital visit professional fees, vaccinations and other injectable medications administered). The Patient/Member will be financially responsible for all co-pays, co-insurance payments, and deductibles as defined by their insurance plan. While membership in SureAccess MD does carry with it benefits and rewards, basic medical care must still be paid for either by the Patient/Member, Patient/Member's insurance, or the applicable government program.

It shall be the responsibility of the Patient/Member to either assist or affect the proper filing of insurance or payment of fees for services rendered which are not covered by the annual membership charge. Billing and collecting for SureAccess MD, LLC (both membership fees and insurance charges/co-pays/deductibles) will be handled by the Business Manager for SureAccess MD, LLC.

9. Termination

The Patient/Member may terminate this Agreement at any time by notifying SureAccess MD, LLC, or the Doctor of termination in writing effective on the date of receipt. A prorated refund may be due to the Patient/Member. If the Patient/Member elects to terminate participation in SureAccess MD, LLC, the Patient/Member agrees that a new primary care physician will have been selected before the effective termination date by the Patient/Member or accepts the responsibility for finding their own primary care physician in the future. Once the Patient/Member notifies SureAccess MD, LLC of the name of the Patient/Member's new primary care physician, and written authorization is provided by the Patient/Member, SureAccess MD, LLC will transfer a copy of the Patient/Member's medical records maintained by SureAccess MD, LLC to the new primary care physician. However, at all times, the original medical records of the Patient/Member are and will remain the property of SureAccess MD, LLC and the Doctor.

If the Patient/Member becomes dissatisfied with any of the non-clinical or medical services provided by SureAccess MD or the Doctor, the right to terminate this Agreement will be the Patient/Member's only remedy.

SureAccess MD, LLC and/or the Doctor may terminate the Patient/Member's membership at any time, for any reason (such as failure to pay amounts due hereunder or inability of the Patient/Member-Doctor relationship to flourish) with thirty (30) days written notice and without any further obligation other than a prorated refund of the membership fee as indicated below.

If the Doctor dies or becomes unable to carry on his practice because of disability or death, termination would be effective immediately. Since all payments are monthly, no refund will be due to any member from the Doctor or SureAccess MD, LLC.

10. Assignment

This Agreement may not be assigned by either party without the prior written consent of the other.

11. Notice

Any notice required or given under the Agreement shall be deemed given if in writing and sent via certified mail with return receipt requested, hand delivered to the address listed below for SureAccess MD, LLC, or to the Member's last known address.

This Agreement contains the entire understanding of the parties. It may not be changed orally, but only by an Agreement in writing signed by both parties.

**SIGNATURE PAGE OF SUREACCESS MD, LLC
Membership Agreement**

List names of Patient(s)/Member(s) and relationship (family):

Signature of Person Responsible for Billing:

(Print name)

Date

The effective date of this Patient Membership Agreement shall be the

_____ day of _____, 20____.

Accepted:

By: _____ Date: _____

Richard Michael, M.D.

Paul Guidry, M.D.

Steen Trawick, M.D.

SureAccess, MD, LLC

8525 Line Avenue, Suite A

Shreveport, LA 71106

Exhibit "A"

Program Fee Schedule:

Fee Schedule	Type of Member
\$200/month	Individual with Monthly Payment (Nonrefundable Three (3) Month Payment Due at Initiation of Membership)
Additional \$50/month	This fee could be applied for a Patient/Member requiring a majority of their medical care outside of the office setting

*****Addendum 7/1/2024*****

The decision was made to move all Patient/Member payments to a monthly fee schedule on 5/1/2017. This membership fee will be due either by ACH drafting from the Patient's/Member's designated bank account or by charging the Patient's/Member's designated credit card or debit card. Such transactions would be initiated and administered by the Business Manager of SureAccess MD, LLC.

Patient/Member Initials _____

