

FAQ for FMLA and Disability Forms

1. Do you charge for FMLA?

Yes, we charge \$10 per physician signature required for all FMLA, Short – term disability, long – term disability, cancer policy forms and other types of insurance claim forms.

2. How long will it take for my forms to be completed?

Our current turnaround time for forms is 7 – 10 business days at the time of payment.

3. When do I need to submit my forms?

Forms should be submitted at least two weeks prior to the due date for submission to provide adequate time for completion.

4. How do I submit my forms?

Forms can be dropped off in person or faxed to (731) 427-9973.

5. When will you start working on my forms?

We will not begin working on any forms until we have received payment and a completed and signed FMLA Questionnaire.

If you have any questions, please contact our Medical Records Specialist at (731) 891-2734.