

**Parnassus Heights Podiatry Group**  
A Professional Corporation  
Diseases & Injuries of the Foot and Ankle

St. Mary's Medical Center 2250 Hayes St. Ste 4A  
San Francisco, California 94117

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Diplomates, American Board of Podiatric Surgery  
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**Orthotic Prescription Steps For Outside Labs:  
(Brown & Toland HMOs)**

1. Since Brown and Toland will not contract with private offices for orthotics your prescription is faxed to an outside lab that is contracted with your insurance.
2. When we fax your prescription we also fax your insurance and demographic information to the lab so they can authorize the orthotics with your insurance.
3. In about 2-3 weeks you will receive a letter in the mail from Brown and Toland either approving or denying your orthotics.
  - a) If approved please call the lab indicated below to make an appointment for casting.
  - b) If denied you can be casted in our office, but you must pay a deposit of \$150 for your orthotics. The combined price of casting and orthotics at our office is \$430. If your feet are scanned by our Pedalign machine then the total cost of your orthotics will be \$350. Duplicate orthotics are \$300.
4. Feel free to call the lab to ensure the authorization is underway.
5. Once you receive your orthotics from the outside lab please have the lab make any necessary adjustments for comfort and shoe fit and then call our office for an appointment with your doctor.

**San Francisco Prosthetics**  
**324 Divisadero (btwn Oak and Page)**  
**San Francisco, CA 94117**  
Phone: 415-861-4146  
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**Hanger Prosthetics &  
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