



## Patient No-show and Cancellation Policy

The physicians and staff of Neuroscience and Spine Associates take the care and treatment of their patients very seriously. Effectively treating patients with spinal injuries, brain trauma and certain neurological disorders takes time and effort from both the doctor and patient.

Your treating physician may order tests, therapies, medicines, counseling and follow-up appointments as needed to aid in your speedy recovery. We expect you to follow orders precisely. Failure to do so could delay your healing process.

We have regrettably had to incorporate some guidelines to help each patient understand how important every visit with the doctor, therapy staff, and diagnostic facilities are to their health. As such, we require a minimum of 24-hours notice in order to cancel an appointment. If you fail to give the proper notice or if you do not keep your appointment for any reason, a \$50.00 fee will be assessed.

When a patient misses appointments the doctor will be unable to refill medications until this fee is collected. This fee will not be paid by your insurance company or adjusted to your letter of protection. You are responsible to pay this fee immediately.

The doctors' time is precious and their schedules are frequently full. We see patients at their scheduled time. If you are going to be late, you should call to alert the staff. Only the doctor treating you can say whether he can see you later than your scheduled appointment.

The patient may be discharged after three missed appointments. You will be notified by mail for each appointment missed.

This Agreement is entered into on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Patient Signature: \_\_\_\_\_

Patient's Name (Printed): \_\_\_\_\_