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FINANCIAL POLICY Amendment (Effective 09/15/2016)

Scheduling Fees:

Charges for Reschedules, Cancellations, and No-Shows will be dealt with accordingly (see table below). See definitions below unless otherwise defined:

- **No-Show:** No notification and reschedule for scheduled appointment, OR call to cancel or reschedule appointment within 24 hours of appointment.
- **Cancellation:** Call must be at least 24 hours of appointment on a working day. Saturdays and Sundays are not considered working days.
- **Reschedule:** Call to reschedule an appointment. Call must be at least 24 hours of appointment on a working day. Saturdays and Sundays are not considered working days.

ITEM	RESCHEDULE	CANCELLATION	NO-SHOW
Cold Laser Therapy	OK	OK	Billed a \$15 fee
Standard Office Visit (Doctor/Physical Therapy)	OK	OK	Billed a \$35 fee
Pre-Op Visits	OK	OK	Billed a \$50 fee
Surgery/In Office Procedures	OK	OK	Billed a \$100 fee

Signature _____ Date _____