**Effective January 1, 2018**

**Cancellations**:

In order to best serve our patients, we schedule longer appointment times so that the doctors, as well as the patients, don’t feel rushed. In an effort to maintain high quality of care, Integrated Spine and Joint is now requiring any cancellations or reschedules be done 24 hours prior to your appointment time. There will be a $50 fee for each appointment cancelled or rescheduled within 24 hours of your original appointment time. We understand that unavoidable circumstances may occur, and in some instances the fee may be waived.

**No Shows:**

There will be a no show fee of $50 for any patient that does not call or show up for their scheduled appointment.

Our goal is to provide excellent care! We thank you for your understanding!

**I have read and understand the policy above.**

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Patient Signature Date