



No Show / Cancellation Policy for Operating Room Procedures

A patient shall be considered a “No Show” when the patient fails to appear for his/her appointment. A 15-minute grace period will be given. We ask that our office be notified as far in advance as possible for canceling or rescheduling. This allows us to schedule other patients that may be waiting for appointments.

- If you are considered a No Show, you will be given a warning after the first occurrence. If there is a second occurrence, you will be billed a No Show fee of \$100. A third occurrence may warrant a discharge from our practice.
- If the need arises to cancel an appointment, you must notify our office within 24 hours of your scheduled appointment (or present our office with a physician’s note as soon as possible), otherwise, you may be billed a cancellation fee of \$100 for your operating room procedure. This must be paid prior to or at the time of your next scheduled appointment in addition to any copays your insurance may require.

We thank you for your patronage. Please sign below acknowledging your understanding, acceptance and receipt of this policy.

I have read the Operating Room Procedure No Show / Cancellation Policy and understand it. If I have any questions regarding this policy, I will ask a staff member of Pinnacle Interventional Pain & Spine Consultants.

Signature of Patient

Date

Print Name of Patient