

## Cancellation Policy

We at Accelerated Rehab and Sports Medicine understand that life is busy and things come up from time to time that may force you to have to cancel or reschedule your appointments. However, cancellations are very costly to our business and to our schedule. Below is a copy of our Cancellation Policy which will be effective immediately.

1. Please provide 24 hour notice of any anticipated cancellations or reschedules. This allows us to refill your time slot with another client.
2. You will receive a telephone call if you are late or do not attend a scheduled appointment.
3. A \$25.00 fee will be charged to patients that do not provide 24 hour notice of need to reschedule or cancel.
4. The \$25.00 assessment fee can not be billed to your insurance company and will be collected prior to your next appointment.
5. Repeated cancellations or no-show of 2 or more times will prevent you from being able to schedule future appointments greater than 1 week in advance.
6. Repeated cancellations or no-shows of more than 3 times is grounds for consideration of discharge.

We understand that emergencies do arise, so consideration and leniency may be granted at our discretion.

Thank you for providing our office and patients with this courtesy. Signing below indicates that you understand and are in agreement with this policy.

Signature and date: \_\_\_\_\_