

## **SURGERY CANCELLATION/RESCHEDULING POLICY**

Surgery scheduling requires careful planning and coordination between our office/surgery center and contracted staff. Special medical instrumentation is sterilized for each individual procedure. Please consider the importance of this policy.

A down payment of \$1,000 is required to secure the scheduled surgery time. Full payment is due 21 days prior to your scheduled procedure date. Cancellation less than one week prior to the scheduled procedure time will result in forfeiture of the down payment. Cancellation eight or more days prior to surgery will result in a \$500 forfeiture of the down payment.

Rescheduling of a procedure less than one week from scheduled procedure time will result in a reschedule fee of \$500 which is due at the time of rescheduling.

I have read, understand and accept the above policies.

Printed Name: \_\_\_\_\_

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

Date: \_\_\_\_\_