

Surgery Scheduling Policy

We are committed to providing the highest level of care and ensuring a smooth process for all our patients. Each surgical procedure requires careful planning and coordination involving numerous team members and resources. To manage our schedule effectively and maintain exceptional care for our patients, we have implemented the following cancellation policy:

1. Non-Refundable Deposit:

- A non-refundable deposit of 10% is required to secure your surgery date.
- Full payment will be due at your preoperative visit and no later than two weeks prior to surgery.

2. Rescheduling:

- If you reschedule your surgery at least 30 days in advance, no additional fees will be applied, and your deposit will be transferred to the new date.
- Rescheduling within 30 days of the appointment will incur an additional 10% charge based on the total surgery cost.

3. Cancellation Notice Period:

- The non-refundable deposit of 10% will be retained in the event of surgery cancellation
- Cancellations made less than 14 days before the scheduled surgery, 50% of the surgery fee will be forfeited.
- Within 72 hours of the scheduled surgery, the full surgery fee will be forfeited.

4. Emergency Cancellations:

- We understand that emergencies happen. In the case of a verifiable medical emergency, the cancellation fee may be modified at the discretion of the practice.

5. Medical surgery:

- Scheduling a medical surgery involves multiple communications including phone calls, faxes, and emails with the hospital or outpatient facility, insurance company, and patient. Cancellations and reschedules are subject to a \$275.00 fee.

By signing below, you acknowledge that you have read and understand our surgery scheduling and cancellation policy.

Print Name: _____ Signature: _____ Date: _____