



CANCELLATION POLICY

Our promise of providing the highest quality, hands on care for our clients requires commitment. We attempt to accommodate each person with regards to scheduling.

- **If a client is more than 15 minutes late for an appointment**, the client will be seen for the remainder of the scheduled appointment and **charged in full**.
- A scheduled appointment **MUST BE CANCELLED AT LEAST 24 HOURS IN ADVANCE OR THE PATIENT WILL BE CHARGED IN FULL**.
- **A late cancellation may be rescheduled TO AVOID THE CANCELLATION FEE** if the appointment is rescheduled within the same Monday – Friday period (prior to the upcoming weekend).
- **IF A CLIENT DOES NOT HONOR A RESCHEDULED APPOINTMENT, THE PATIENT WILL BE CHARGED FOR BOTH THE ORIGINAL CANCELLATION AND THE RESCHEDULED APPOINTMENT**
- At the end of each week, **ALL CLIENTS** including those eligible for No-Fault, Worker’s Compensation, Medicare or any other insurance coverage, **WILL BE DIRECTLY RESPONSIBLE FOR PAYMENT OF EACH MISSED OR LATE-Cancelled (non-scheduled) APPOINTMENT**.
- Should a patient miss two consecutive appointments without calling to cancel, the patient will be taken off the master schedule and will forfeit all further permanent appointments.

_____ I understand that I will pay all treatment fees directly to Salem Sports & Spine, PC

_____ I understand that I am responsible for my deductible, co-pays and all late cancellation or no-show fees.

_____ I hereby state that I am not eligible for NY No-Fault, NY Worker’s Compensation or Medicare.

I agree to treatment on the above terms.

Name _____

Date _____

Signature _____

(We accept cash / checks/ VISA / MC/ AMEX**)