

**PATIENT PROCEDURE/SURGERY CANCELLATION AND RESCHEDULING POLICY**

Harrington + Associates has adopted the following policies:

We take pride in the appropriate reservation of your surgical/procedural date and time! Our priority is to schedule procedures that can be attended to with the utmost care. With regards to procedure and surgery scheduling, both require careful planning and coordination between our clinic, the surgery centers and their operating room staff as well as your anesthesia provider (if applicable). In addition, special medical instrumentation is prepared and sterilized for each individual procedure. Therefore, please understand the importance of respecting our “Two Week Cancellation Policy” which entails the following:

Policy For Surgical Procedures:

* Cancellation 8-14 days prior to your procedure date will result in a 25% loss of all fees
* Cancellation 7 days or less from your procedure date will result in a 50% loss of all feels
* Cancellation 1 day or less from your procedure date will result in 75% loss of all fees
* Rescheduling 7 days or less from your procedure date will result in $500 added fee

Payment for surgery (which includes the surgeons fee, the O.R. facility fee, the anesthesia fee) must be received in full by check, certified check, cash or credit card no later two weeks prior to your procedure date.

Thank you for your cooperation, understanding and compliance.

--Jennifer Harrington MD- Medical Director

**I have read, understand and accepted the above terms and policies.**

Patient Signature: Date:

Witness Signature: Date:

REVISED 12/19/2018