



Patient Cancellation Policy

We take great pride in the TIME and SERVICE we provide to our patients. We take your time very seriously and are committed to serving you with the highest level of respect, integrity and in the most cost-effective manner.

While some patient cancellations are inevitable, cancellations with less than 24-hours notice, missed appointments (no-shows) or being late for an appointment, have unfortunately become a great expense to our organization.

We will institute the following cancellation policy:

- **There will be a \$75.00 charge for each cancellation/no-show without a 24-hour notice.**
- **There will be a \$25.00 charge for each 15 minutes a patient is late for an appointment.**

Lynn O'Brien, President/COO & Teri Elliott-Burke, Co-Founder

Patient to complete and sign:

I have read and understand the above Cancellation Policy. As an active patient of **Women's Physical Therapy Institute**, I will adhere to this policy and will be financially responsible for any fees incurred as a result of this policy.

Patient Signature

Date

Patient Name

Effective 09/01/08