



APPOINTMENT POLICIES

Collier Spine Institute has the following policies regarding our appointments.

Missed Appointments:

Procedure missed appointment: You will be billed \$50.00

If you miss two appointments we reserve the right to not schedule any more appointments for you.

If you are not going to keep your appointment, please call us at least two (2) days in advance to avoid being charged. Please leave a message with our answering service if we are not available.

*****If you do not contact our office within the two (2) days, you will be charged the above fee. This fee will be billed to you personally, not to your insurance company, and it must be paid before your next visit. If this is not paid you will be rescheduled. THERE WILL BE NO EXCEPTIONS.*****

Rescheduled Appointments:

If you reschedule two times in a row, we reserve the right to not schedule any further appointments for you.

I have read, understand and agree to the above policies.

Patient Name

Date of Birth

Patient/Guardian Signature

Date

COLLIER SPINE INSTITUTE

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