



FAIRVIEW

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TRUSTED FOR GENERATIONS

Fairview Outpatient Therapy Attendance Policy

Fairview Outpatient Therapy strives to provide each patient with the highest quality of care while attempting to accommodate your schedule and convenience. Therefore, we provide reserved times slots for each patient with a specific clinician in order to minimize your wait time and assure continuity of care and treatment. Your consistent attendance of the planned regimen is paramount to your full recovery.

While we are sensitive to the fact that an emergency may occur in rare instances, cancellations, especially last minutes ones, along with patient no-show, decrease our ability to accommodate the scheduling needs of other patient therefore, we must ask for your full cooperation with the following policy:

- If you are more than 30 mins late for your appointment and fail to notify us, treatment may be cancelled and you may be subject to a \$25 cancellation fee.
- Scheduled appointments MUST BE CANCELED 24HRS IN ADVANCE or you may be subject to a \$25 cancellation fee.
- Failure to show up for an appointment without notifying Fairview may result in a \$25 fee. Furthermore, 3 consecutive “no shows” may result in the termination of remaining care.
- It is important to note, the patient is responsible for any no/show cancellation fees. Not, the insurance company or third party payors.
- Cancellations and no-show appointments will be document in your medical record and will remain on file. When necessary, this information may be reported to your physician and or insurance company.

We believe this policy is necessary to effectively manage and provided high quality treatment and service to all that come and receive Outpatient Rehabilitation Services. Thank you for your cooperation.

Patient Acknowledgement / Signature

Date