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**Appointment Cancellation & No Show Policy**  
***Effective 3-2-2015***

We understand that situations arise in which you must cancel your appointment. It is therefore requested that if you must cancel your appointment, you provide 24 hours notice. This will enable for another person who is waiting for an appointment to be scheduled into that appointment slot. With cancellations made less than 24 hours notice, we are unable to offer that slot to another patient. Office appointments which are cancelled with less than 24 hours notification may be subject to a “No Show” fee.

Patients who do not show up for their appointment and do not call to cancel their appointment or procedure will be considered as a NO SHOW.

The No Show fees are the responsibility of the patient individually, and will not be billed to an insurance company. They should be paid in full before the patient’s next appointment.

Our practice firmly believes that good physician/patient relationship is based upon understanding and good communication.

Standard Cancellation / No Show Fees are as follows:

Patient Appointment	\$50
In Office Procedure Appointment	\$175
Surgery at Facility or Hospital	\$2,700

Questions about no show fees should be directed to the Billing Department at 866-816-7846 ext. 105.