

Coastal Neurological Institute, P.C.

Patient Payment Policy & Assignment of Benefits

1. For new patients, please arrive 30 minutes before your appointment time to complete all necessary paperwork. Existing patients should arrive fifteen minutes prior to their appointment.
2. Late: If a patient arrives up to 15 minutes late after their scheduled appointment time, it is the physician's direction on whether or not he can still see them. If a patient arrives later than 15 minutes after their scheduled appointment time, they will be asked to rescheduled to another time and day, at the physician's direction. If a patient does not make their scheduled appointment and has not cancelled, they will be charged a \$25 no show fee.
3. Surgical Procedure Cancellations: As a patient, you have the right to cancel your surgery up to 48-business-hours prior to the scheduled surgical date. You can do this by calling our office and notifying the nurse. Any surgical cancellations made less than 48 hours prior to the scheduled surgical date will be subject to a \$250.00 non-cancellation fee. Your proactive approach in this process helps us schedule efficiently and avoids any inconveniences.
4. Non-Surgical Cancellations: If a patient needs to cancel their appointment, they may do so up to 24 hours before their scheduled appointment time by calling our office. Any cancellation made less than 24 hours before the scheduled appointment time will be subject to a \$25 cancellation fee.
5. Dismissal: Patients with 3 no shows or a combination of 5 no show and/or same day cancellations are subject to dismissal from the practice.

I have read and understood the patient payment policy.

Agree Decline

Date: _____

Print: _____

Signature: _____