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## **No Show Policy**

We schedule our appointments so that each patient receives the right amount of time to be seen by our physicians and staff. That's why it is very important that you keep your scheduled appointment with us, and arrive on time. As a courtesy, and to help patients remember their scheduled appointments, Chicago Hand and Orthopedic Surgery Centers, S.C. sends text messages and phone calls confirmation/reminders on the day of scheduling, 2 days ahead and on the day of the appointment. If your schedule changes and you cannot keep your appointment, please contact us so we may reschedule you, and accommodate those patients who are waiting for an appointment.

As a courtesy to our office as well as to those patients who are waiting to schedule with the physician and therapists, please give us at least 24 hours notice. If you do not cancel or reschedule your appointment with at least 24 hours notice, we may assess a \$50.00 "no-show" service charge to your account.

This "no-show charge" is not reimbursable by your insurance company. You will be billed directly for it.

I understand the "no-show" policy of Chicago Hand and Orthopedic Surgery Centers, S.C.

I understand that I must cancel or reschedule any appointment at least 24 hours in advance in order to avoid a potential no-show charge.

Patient Name: \_\_\_\_\_

Date:

Schaumburg 2000 E Algonquin Rd, Suite 109, Schaumburg, IL 60173 Phone/Fax: 855-469-6784 Oakbrook Terrace 17W775 Butterfield Rd, Suite 110, Oakbrook Terrace, IL 60181 Phone/Fax: 855-469-6784