



Surgery Cancellation Policy

Date:

Attention Pt: _____

In order for us to maintain our efficiency in the Operating Room, as well as giving full consideration to the hospital and anesthesia staff, it is necessary for us to implement a cancellation policy. It is important that when you schedule your surgery/procedure you have thoroughly checked your personal calendar to make sure that your scheduled date is ideal for you. Cancelling or rescheduling your surgery/procedure requires multiple phone calls to the hospital or outpatient facility, insurance company, and patient.

If you need to cancel your surgery we ask that you do so in a timely manner.

Cancellations less than two (2) weeks before surgery will be charged a \$100 fee.

Cancellations less than Seventy-two (72) hours before surgery will be charged a \$200 fee.

This fee will not be applied toward your surgery/procedure and will be added as a charge to your account, not billable to insurance. This fee must be paid to The Urology Group prior to surgery/procedure being rescheduled.

We understand that sometimes it may be necessary to reschedule a surgical procedure due to personal illness, illness of a child, unforeseen death in the family etc., therefore we will allow such a reschedule without a cancellation fee if done in a timely manner. Any additional reschedules or cancellations will be charged accordingly.

NO-SHOW POLICY

If you do not show up for a scheduled surgery/procedure you will be charged the FULL amount of your surgery cost.

We thank you in advance for your co-operation and understanding of the surgical scheduling process.

Sincerely,

Leslie R. McGowan M.D.

David A. Gubin M.D.

Mark D. Greenberger M.D.

Walter Rayford M.D.

William V. Shappley Jr. M.D.

William V. Shappley III M.D.

Zachary Corr M.D.

Rowena DeSouza, M.D.