



99 South Canaan Road
Canaan, CT 06018
860-824-3820

Attendance Policy

At Geer Physical Therapy, we strive to provide the highest quality of care while attempting to accommodate each patient's schedule. Therefore, we provide each patient with a reserved time dedicated for one-on-one care in order to minimize wait time and assure continuity of treatment. Consistent attendance and adherence to the plan treatment regimen is paramount to your care and recovery.

While we are sensitive to the fact that an emergency may occur, cancellations, tardiness and absentees reduce our ability to accommodate the scheduling needs of our patients.

As such, we request your full cooperation with the following office policy:

- If a patient is more than 15 minutes late for an appointment and fails to notify the clinic of the tardiness, the treatment may be canceled, and our cancellation fee of \$50 charged for the missed appointment.
- A scheduled appointment must be canceled at least 24 hours or a full business day in advance, or the \$50 cancellation fee may be charged for that appointment. Monday morning appointments must be canceled on Friday morning.
- Failure to show up for a scheduled appointment without providing the clinic advance notification of your absence may result in a fee of \$50 being charged for that appointment.
- Two absences without advanced notification may result in the cancellation of all your remaining scheduled appointments or we may schedule you on a day-to-day basis based on availability.
- The patient is responsible for the cancellation fee and not the insurance company or a third-party payer. (except as otherwise restricted by government payers)
- All cancellations will be documented in your medical record and reported to your physician or insurance company as needed

Print Name: _____

Sign Name: _____

Date: _____