

GREATER HOUSTON DIGESTIVE DISEASE CONSULTANTS

9200 Pinecroft Dr. Suite 480 • The Woodlands, TX 77380 Phone: 281.205.1111 • Fax: 281.419.2111 • www.GreaterHoustonDDC.com

CANCELLATION POLICY

In an effort to best serve our patients; we respectfully request that you give us a 24-hour notice to cancel or reschedule an office appointment. This gives us ample time to schedule another patient into that appointment time. There will be a **\$25.00** service fee for any appointment cancelled, rescheduled or NO SHOW with less than 24 hour notice *except for emergency cases*.

The service charge for the cancellation, failure to keep an appointment or rescheduling of a scheduled procedure is **\$150.00**. This is because there is a multidisciplinary team (Anesthesiologist, Endoscopy Technician and Gastroenterologist) involved. Please make every effort to notify this office within **48 hours** of your scheduled procedure if you must cancel or reschedule. This is how much time is needed to schedule another patient into that appointment time.

I have read and understood the financial policy of this medical office and agree to be bound by its terms. I also understand and agree that such terms may be amended by the practice without prior written notice.

Signature of Patient or Legal Guardian	Printed Name Of Patient	Date