



SCHEDULING & CANCELLATION POLICY

Dr. Duffy and his staff are privileged to provide treatment for our patients. We try very hard to accommodate the needs of patients to schedule surgery in a quick and timely manner.

Please carefully consider your surgical date before scheduling. Your surgery requires the careful coordination of several providers, including the surgeon, anesthesiologist, surgical facility and possibly a pathologist. Rescheduling procedures requires significant time and expense and results in failure to serve other patients as well as disruption in schedules for other healthcare professionals and the operating room.

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

If surgery is not cancelled at least 10 days in advance you will be charged a seventy-five dollar (\$75) fee. This fee will not be covered by your insurance company.

Any surgery that is cancelled less than five (5) days before surgery will only be rescheduled with the consent of Dr. Duffy. Except under extenuating circumstances, if a surgery is cancelled two times, it will not be rescheduled.

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

We thank you in advance for your cooperation and understanding of the surgical scheduling process.

Sincerely,

Steve Duffy, MD

Patient Signature: _____

Date: _____