



**Patient Attendance Policy**

It is our policy at QUALITY REHABILITATION NETWORK to give prompt, courteous service to all of our patients. In order for us to deliver service in this manner, we schedule individual appointments. We try to schedule these appointments so that they are convenient to you. It is important for you to arrange your schedule so that you can be on time for these appointments.

If you are unable to attend or you will be late for your appointment, please notify the center in advance. If necessary, at that time you can reschedule the missed appointment. Failure to attend your session may hinder your recovery process. By notifying the center in advance if you can not keep your appointment or if you will be late, we are able to rearrange our schedule to accommodate you as well as other patients.

**You must notify the center 24 hrs prior to your scheduled appointment if you would like to cancel your appointment. If you do not show for an appointment you will be charged a \$25.00 no-show fee. If you cancel your appointment with less than 24 hrs notice you will be charged a \$10.00 cancellation fee.**

If you are covered by worker's compensation insurance and you fail to keep the appointments that are recommended by you therapist and physician, the appropriate parties need to be notified of your absence. This may include your physician, employer, insurance company, and case manager/rehabilitation nurse. Please understand that failure to actively participate in your rehabilitation program may have a negative effect on your worker's compensation coverage.

Thank you for your assistance.

I have read and understand the above. I understand that attendance at each therapy session is important to my recovery and will notify the center if unable to attend a session so it may be rescheduled.

Patient Signature \_\_\_\_\_ Date \_\_\_\_\_

Or,  
Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_