



Attendance Policy

Bronze Foot and Ankle Center is committed to providing our patients with exceptional care through our in-office services. We ask that you be aware of how important consistent attendance is. If you need to cancel please follow the policies below. Following these policies will help other patients who may benefit from the opening and allow Dr. Bond and staff to effectively use their time. We appreciate your understanding and efforts in upholding Bronze Foot and Ankle Center attendance policy.

Non-emergency Cancellations: 24 Hour notice is required for all non-emergency cancellations. Please provide as much notice as possible. Examples of non-emergency cancellations include, but are not limited to, other medical appointments, work, social events, or vacations. A make-up session can be scheduled.

Emergency Cancellations: Emergency cancellations are accepted with less than 24-hour notice for illness, medical emergencies, car accidents or other emergencies beyond your control. In the case of an emergency, please notify Bronze Foot and Ankle Center as soon as possible.

Sick Policy: Please notify Bronze Foot and Ankle Center at 9:30 am on the day of your appointment if you wake up sick. If there are any signs of infection, fever, vomiting, diarrhea, or any other highly contagious illness, you are required to cancel your appointment. You must be fever free for at least 24 hours prior to your appointment.

Missed Appointments: A missed appointment is any appointment that you do not attend. An appointment without proper notification will result in a \$25 missed appointment fee. However, as a courtesy, make-up sessions are offered in lieu of this fee.

Late Appointments: If you are running late for an appointment, please contact Bronze Foot and Ankle Center as soon as possible. The appointment will conclude at the regularly scheduled time.

I have read the terms of this attendance policy and agree to adhere to them.

Name: _____

Date: _____

Signature: _____