NORTHEAST PLASTIC SURGERY
CENTER

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Surgical Scheduling, Cancellation, and Rescheduling Policy

Consultation Fee

A consultation fee of $100 may be charged for surgical consultations. If the patient proceeds with a surgical procedure, the consultation fee will be applied towards the cost of the scheduled surgery, provided that surgery is scheduled within one year of the initial consultation.

Surgical Deposit

A non-refundable deposit of $1000 is required to reserve a surgical date. This non-refundable deposit will be applied to the overall procedure charge, and remains applicable for one year from the initial time of booking, after which time it will be forfeited, should the procedure not be performed within that timeframe.

Payment of Surgical Fees

The surgeon's fee must be paid in full no later than fourteen (14) days before the scheduled surgery date. Failure to make timely payment may result in cancellation or postponement of the procedure.

Patient-Initiated Cancellation and Rescheduling

Because operating room time, staffing, and scheduling resources are reserved specifically for each patient, cancellations and rescheduling requests may result in forfeiture of a portion of the surgeon's fee as outlined below:

Cancellation 8-14 Days Before Surgery

- The practice will retain 25% of the total surgeon's fee, or $1000, whichever is greater
- Any remaining surgeon's fees paid by the patient will be refunded

Rescheduling 8-14 Days Before Surgery

- A rescheduling fee equal to 10% of the total surgeon's fee will be assessed
- The surgeon's fees paid by the patient will be applied to the rescheduled procedure

Cancellation 3-7 Days Before Surgery

- The practice will retain 50% of the total surgeon's fee, or $1500, whichever is greater
- Any remaining surgeon's fees paid by the patient will be refunded

Rescheduling 3-7 Days Before Surgery

- A rescheduling fee equal to 20% of the total surgeon's fee will be assessed
- The surgeon's fees paid by the patient will be applied to the rescheduled procedure

Cancellation or Rescheduling Within 48 Hours of Surgery

- One hundred percent (100%) of the surgeon's fee will be retained by the practice
- No refund of the surgeon's fee will be issued

Exceptions

The cancellation and rescheduling provisions outlined above do not apply to:

- Cancellations initiated by the physician or the practice
- Cancellations or postponements due to documented illness or medical necessity, provided appropriate documentation from a licensed physician is submitted
- Other circumstances approved by Northeast Plastic Surgery Center in its sole discretion

Acknowledgment

By scheduling surgery and submitting a deposit, the patient acknowledges that they have read, understood, and agreed to the terms of this Surgical Scheduling, Cancellation, and Rescheduling Policy.

Patient Name	Patient Signature	Date