

### **Fees, Forms, and No Checks Policy**

Due to appointment waiting lists and booked schedules, no-show fees will be assessed if at least 24 hour notice is not given prior to missing an appointment. Fees are as follows:

\$25 fee for office visit and physical therapy no-show

\$50 fee for physical therapy evaluation no-show

\$50 fee for Nerve Conduction Study/EMG no-show

\$100 fee for Procedure Room no-show

\$100 fee for MRI no-show

**All forms that need to be completed must be paid for prior to being completed!** Please allow 5-7 business days for forms to be completed and ready for pick-up or mailing.

\$10 charge for Family Medical Leave Act (FMLA) and parking permit forms

\$20 charge for insurance, disability, or other miscellaneous forms

Please note: due to the rising cost for non sufficient fund (NSF) checks, Valdosta Orthopedic Associates will no longer accept personal checks as payment for services or deposits. We can only accept certified checks, cash, debit or credit cards (Visa, MasterCard, Discover, or Care Credit), and money orders. We DO NOT accept American Express.