



**THERAPY PATIENT’S ATTENDANCE POLICY**

Your success in rehabilitation is a direct result of the regular attendance to your therapy program (by not missing any appointments), communicating openly with your therapist, and following your home exercise program as instructed by your therapist.

Our TSPT offices have an attendance policy to monitor and ensure that patients regularly attend their scheduled appointments for an overall successful therapy program. The policy states that patients may be discharged from TSPT for any of the following reasons:

- Three consecutive missed or canceled appointments,
- Two no shows (i.e. missed appointments without a telephone call to cancel), or
- Erratic and/or inconsistent attendance (including, arriving late for appointments).

All of the above may adversely affect your recovery and rehabilitation care. In the event of any of the above reasons, therapy patients may be discharged. The patient’s physician and insurance carrier will be notified. Missed/canceled visits or other unusual attendance problems are also documented in the patient’s medical record. If you are discharged because of attendance problems, any re-admission to the TSPT program will require approval by the treating therapist and physician (and a new physician’s therapy prescription is required).

A minimum of twenty-four (24) hours notice must be given for any cancellation or to re-schedule appointments. If you do not cancel your appointment in advance and no show you will be charged a \$30 no show fee.

Patients must be on time for their scheduled appointment. If you more than 10 minutes late, you may not be able to be seen at that time and could have to wait until your next scheduled appointment.

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I, \_\_\_\_\_, have read the above Attendance Policy and understand that my cooperation and active participation directly relates to the success of my therapy program.

\_\_\_\_\_  
Patient’s Signature

\_\_\_\_\_  
Date