

**Musculoskeletal Institute of Louisiana**  
Orthopedic Specialists of Louisiana • Pain Care Consultants

**Cancellation/No Show Policy for MRI/CT Appointments**

Our goal is to provide quality imaging in a timely manner. In order to do so we have a No Show/Late Cancellation policy. This policy enables us to better utilize appointments for all our patients' imaging needs.

**IF YOU ARE MORE THAN 10 MINUTES LATE CHECKING IN FOR YOUR MRI, FOR ANY REASON, YOU WILL BE RESCHEDULED. YOU WILL NEED TO USE THE RESTROOM PRIOR TO CHECKING IN.**

**Cancellation of an Appointment**

In order to be respectful of the medical needs of other patients, please be courteous and call 318-629-5433 promptly if you are unable to attend your appointment. If it is necessary to cancel your appointment, we **require** that you call by **2:00pm** one (1) business day in advance. Appointments are in high demand and your early cancellation will give another person the possibility to have access to timely care.

**Late Cancellation**

Cancellations not made by 2:00pm one (1) business day in advance will be considered a "No Show".

**No Show Policy**

A "no show" is someone who misses an appointment without canceling it by 2:00pm one (1) working day in advance. There is a \$50.00 no show/late cancellation fee PER EXAM. Insurance will not cover charges for no show/late fee cancellation fees. You will receive a Televox automated reminder call the night before your MRI/CT. It will ask if you are coming to your appointment. Even if you answer "NO" to the call, this does NOT count as a valid cancellation for your appointment, You MUST call by 2:00pm one (1) business day PRIOR to your scheduled appointment to cancel.

I have read and fully understand all the above information and have been given an opportunity to ask questions.

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Patient Signature

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Date