

HARRISBURG FOOT AND ANKLE CENTER, INC

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Please be aware of the following instructions in preparation for your initial visit with us:

1. Make sure that you bring your insurance card(s) with you at the time of your appointment.
2. Plan on being here at least 30 minutes prior to your appointment so we will have enough time to prepare your chart. If you do not arrive at least 30 minutes prior to your appointment, you may need to be rescheduled.
3. We require a 24-hour notice of cancellation otherwise we reserve the right to charge you for the missed appointment. We charge \$40.00 for missed appointments.
4. All known balances are due at the time of service. If you have a co-pay and do not pay it at the time of your visit, you will be charged a late fee of \$10.00.
5. If your insurance carrier requires a referral, it is your responsibility to obtain one from your primary care physician. If you do not have a referral, you will be responsible for payment for your appointment at the time of service.
6. If your appointment is for a gait evaluation or if you are an athlete, runner or sports participant, please either bring or wear shorts and sneakers so the doctor can evaluate you accurately.

Thank you for your cooperation.