

**COLORADO INSTITUTE FOR NEUROMUSCULAR AND  
NEUROLOGICAL DISORDERS**

**Addendum to Patient Information Form**

Patient's name

(LAST) \_\_\_\_\_ (FIRST) \_\_\_\_\_ (M.I.) \_\_\_\_\_

CINND policy regarding phone calls

Charges may be applied for telephone calls to CINND by patients or their family member or representatives that result in over 5 minutes of consultation with either providers or staff members. Charges will be applied in strict accordance with standards set forth in established coding guidelines. Such guidelines and a fee schedule for telephone calls are available for review and will be provided if requested.

CINND policy regarding late cancellations

Any patient that does not give at least 24 hours notice of an appointment cancellation or any patient that does not show for their scheduled appointment or any patient that is 10 minutes or more late for their appointment will be charged a \$75.00 fee. An appointment for the day after the office is closed would need to be cancelled by 12 noon the last working day before the office is closed. For example: A Monday appointment would need to be cancelled by 12 noon Friday prior to the Monday appointment.

X \_\_\_\_\_  
Responsible Party

\_\_\_\_\_  
Date