

Office Policies

- Payment/Copays are due at time of service.
- Prescriptions will not be called in after hours, on weekends, or after 12:00 p.m. on Friday afternoons.
- There will be a charge of \$50.00 (Each) for completion of disability forms. Payment is due at time of Southern Spine Specialists' receipt of form. NO EXCEPTIONS.
- Refill requests will only be accepted from your pharmacy. Prescriptions will be filled within 24 hours of notification from your pharmacy unless there is a problem at which time you will be notified. Please do not call our office to check on a refill prior to the 24 hour period as this will only delay the refill process. Contact your pharmacy, they will tell you if it has been refilled.
- A total of 3 "NO SHOW" appointments will dissolve your doctor patient relationship and you will be subject to a charge.

Patient Signature

Date