

Alpharetta Cardiology, LLC Office Policies:

No children allowed in the office. Our liability insurance policy only covers adults.

Only patients will be taken to the exam rooms for examination and testing. Dr. Blaise will examine the patient. If the patient wants his/ her family to be involved, we will bring them back to the room after the initial exam. All questions will be answered.

You must come to recommended appointments to get your medication(s) refill. If you miss an appointment, you will be given 30 days to reschedule without interruption in medication refill.

We will call your daytime number with lab results, procedure results 24-48 hours after completion or availability. Please call office if you have not heard from us in 48 hours. Please listen to voice mail before calling back the office.

If you are more than 20 minutes late for your appointment, we reserve the right to reschedule your appointment or see you after all scheduled patients have been seen.

There is a fee for appointments that are canceled with no notice. There is a \$30 fee for appointments cancelled less than 24 hours in advance. There is a \$50 fee for testing that is cancelled less than 24 hours in advance. There is an additional fee of \$135 for nuclear testing that is cancelled less than 24 hours in advance.

Payments are due within 30 days of receiving a statement. After 90 days, three monthly statements, and a phone call, if no payment has been made, we will send your account to collections.

Co-Pays are due at the time of your appointment.

Your signature here means that you have seen the office policy, and want to continue your cardiac care with Dr. Blaise at Alpharetta Cardiology, LLC.

Date