

## **ADVANCED SURGICAL ARTS CENTER POLICIES**

We ask that you consider our policies not as restrictions but as indispensable rules, which allow us to provide high standards of service. With regard to appointment cancellation fees, these are unfortunately necessary due to unavoidable expenses and valuable time allocated to clients and patients when they make the appointments.

We welcome you to Advanced Surgical Arts Center and wish you a wonderful experience.

### **Appointments**

To make an appointment; please contact us directly by calling 701-530-8450. Upon scheduling your appointment, patients or clients will be asked to use a credit card to guarantee the appointment. A \$100 consult fee for Dr. D'Arcy Honeycutt's new patients will be charged the day of your appointment. If you fail to show or cancel within less than 24 hour notice your card will be charged the \$100 consult fee the day of your scheduled appointment. A \$25 cancellation fee will be charged for all other scheduled appointments if you fail to show or cancel within less than 24 hours. All booked appointments are confirmed via text message, email or both when the appointment is scheduled. You will also get a reminder two days before your appointment and two hours before your appointment via text message, email or both.

Scheduling an appointment is your acceptance of these policies.

### **When should I arrive?**

Please arrive 15 minutes prior to your scheduled appointment as we may have some paperwork for you to fill out, especially if you are new patient to our practice or if you didn't receive the paperwork via mail. You can also print these forms off of our website at [www.darcyhoneycutt.com](http://www.darcyhoneycutt.com).

### **What if I am late for my appointment?**

Our scheduling is designed to permit the correct amount of time to complete your consult and/or service. A late arrival will deprive you of your consult and/or treatment time. In fairness to others, your consult and/or treatment must end on time so the next patient's consult and/or treatment can begin on time. If you are not able to be on time we will do our best to complete as much of your consult and/or treatment as possible. With some consults and/or treatments, it may be necessary to reschedule your appointment.

### **What is the cancellation policy?**

Your appointment is reserved exclusively for you. Should you need to cancel or reschedule your appointment, please notify us 24 hours in advance. All services cancelled with less than 24 hours notice will be charged the \$25 deposit fee.

No-show patients who do not turn up for their treatment appointed time are also charged the \$25

deposit fee. A major credit card will be needed to secure appointments. By scheduling your appointment, you are agreeing to our cancellation policy.

### **Payments**

We accept MasterCard, Visa, American Express, Discover, Cash and Checks (with ID). Financing options are available through Medloan Finance. To fill out an application go to [www.medloanfinance.com](http://www.medloanfinance.com).

### **Gift Certificates**

What a special way to show how much you care, or a wonderful way to show your appreciation. Giving a gift certificate is simple and since you choose the denomination, they are right for your budget.

Gift certificates are non-refundable.

### **Our Rewards Program**

Refer a friend who has cosmetic surgery and receive a \$250 gift card to ASAC.

Receive 3 or more reward cards and you will receive an amazing skin care package of 3.

- Cosmetic surgery must be a minimum of \$2500 to receive reward card.
- Refer a friend to our skin care services with our aesthetician and you will receive \$25 towards a skin care treatment or see our nurse injector for \$25 towards Botox.
- Rewards are non-transferable and may not be redeemed as cash.
- Rewards may only be redeemed on services, not products.
- Reward card credit can be applied to Dr. Honeycutt's fee only; facility fees and anesthesia costs are the patient's responsibility.
- The referred patient must list your full name when completing their paperwork at initial consultation.
- Reward cards can only be used for future serviced; they cannot be applied as a payment on an outstanding balance from a previous service.
- Your reward card will be issued after the referral has cosmetic surgery.

### **General Policies**

A credit card number is required to secure all appointments.

All prices, polices and services are subject to change without notice.

All times stated are approximate.

Scheduling an appointment is your acceptance of these policies.

All sales are final.

