

---

---

## Acknowledgment

### I) Appointment Cancellation

At least **two business days notice** (excluding weekends and statutory holidays) is required to cancel or reschedule an appointment. **Otherwise, an administrative fee\* may apply.**

The administrative fee may be waived under emergency circumstances (hospitalization, urgent medical care) with a proof of hospital/clinic/doctor's visit.

### II) Uninsured Services

Please note you are responsible for **Uninsured Services** (services not covered under OHIP) such as sick notes, prescription renewals over the phone, preparing specific letters, completing forms, psychological services etc.

Cancellation of requested Uninsured Services incur a processing fee of **10% of transaction amount**. Rendered services are non-refundable.

Please see the current **fee schedule** for the Uninsured Services. \*

### III) Confidentiality: Communications & Medical Records

- All calls to/from the clinic are recorded for quality assurance purposes and are kept confidential.

- All information & documents provided to the clinic are protected by **professional duty of confidentiality**, and shall not be shared with outside sources without your consent.

- Physician-Patient confidentiality is limited when required legally by a court order or as part of **physician's duty for mandatory reporting** due to safety concerns of the patient and/or others; such as child/elderly abuse, occupational hazards, fitness to drive, etc.

---

***I acknowledge that I have read and understood the terms set forth above.***

***Patient Name:*** .....

***Acknowledged by:***

- Patient  
OR  
 Parent or Legal Guardian / Custodian

Print Name: .....

Relationship: .....

***Signature:*** .....

***Date:*** .....

\*Fees may change at any time without notice. Please visit [www.unicareclinic.ca](http://www.unicareclinic.ca) for latest fee schedule.

\*\*Late arrival of 20 minutes or more after scheduled appointment time will be considered a no-show.

## Unicare Clinic Uninsured Services Fee Guide (2021-11)

<b>Services not covered by OHIP</b>	<b>FEE</b>
Administrative Fee – Missed Appointment (without sufficient notice)	\$50
CPP – Disability Medical Report Form	\$80
CPP – Narrative Medical Report	\$150
CRA – Disability Tax Credit Certificate	\$80
Educational Form	\$40+
Insurance Form	\$40+
Copying/Transmission of Medical Records (at Patient’s request)	
a) Pages 1-20	\$30
b) Pages 20+	\$1/page
Patient Letter	\$40
Prescription Renewal/Replacement - without a visit	\$30
Psychological Services	\$100
Sick Note/Daycare Note/Back to work note	\$20
Therapy Services	\$120
Miscellaneous Uninsured Services	Variable
<i>*This list follows guidelines recommended by the Ontario Medical Association.            Please note that this list is not exhaustive, and all fees are subject to change without notice.</i>	