

Attendance Policy

We understand that some insurance companies offer alternative time frames, in order to maximize the benefits of this program and progression towards developed goals, a time frame of program completion by 9 weeks of your start date will be designated. Regular attendance in this program will maximize your progress and well-being.

- Exercise Sessions will not exceed 60 minutes
- Scheduled exercise sessions are treated as appointments
- 15 minutes late- exercise session will be cancelled and will be at the clinicians discretion to reschedule
- Notify your clinician:
 - of upcoming schedule changes (i.e. vacation, work travel)
 - call as soon as possible in cases of emergency or illness
 - **Phone 703-858-6674**
- We understand that exacerbations/sickness/doctor's appointments occur and we will make accommodations for 2 missed scheduled exercise sessions. Time missed will be documented and may require a physician's release to return to exercise. If you are not able to return to Pulmonary Rehab, you will be discharged from the program and your physician will be notified. You may restart the program when your physician deems your health at optimum to restart.
- Please note that if you have a visit to the **emergency room, urgent care, hospitalization, or surgery** while attending Pulmonary Rehabilitation you must obtain a note from a physician that deems that you are able to return to Pulmonary Rehabilitation.
- If you are absent greater than 2 days without notice or without physician instruction you will be discharged from the program
- Please give at least 2 week notice prior to discontinuing services to ensure that proper discharge planning/education can be provided by your clinician.

Signature: _____ Date: _____