

BOICE SLEEP DISORDERS LABORATORY  
**NAVAL MEDICAL CENTER**  
CHARETTE HEALTH CARE CENTER  
620 JOHN PAUL JONES CIRCLE  
PORTSMOUTH, VIRGINIA 23708-2197

**PHONE: (757) 953-7781**  
**FAX: (757) 953-7792**



The Sleep Lab has been experiencing an unacceptable number of individuals that do not show up for their appointment for their Sleep Study. We get between 300-400 requests each month for sleep studies. An unfilled bed costs the military health care system approximately \$2,000.00 due to us having to defer patients to the network.

To minimize this, we ask that you confirm your appointment prior to noon the day of your study. To assist, we will make two attempts to contact you. If we cannot contact you by noon, you will lose your appointment slot. If you are scheduled on a weekend, you must be confirmed by noon the Friday preceding the weekend.

If you do not show up for your appointment, you must contact us to reschedule your appointment at the numbers listed above. In either of the above situations, your next appointment date can be significantly delayed. FYI: Failure to update phone number changes has resulted in our inability to contact patient. It is your responsibility to up-date your phone numbers. We regret that we have had to take these measures. And, we hope to provide you with an appointment in a timely manner.

Boice Sleep Lab

I have read the above notice and agree to comply.

Print Name \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_