

**Private Medical Practice**  
Dr. Sylvia Grotjohann-Ernst  
Clayallee 343, 14169 Berlin, Tel: 030-8028998

**Agreement relating to cancellation fees for Private Patients  
between Dr. Grotjohann-Ernst and**

Name: \_\_\_\_\_ DOB: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Agreement relating to cancellation fees in the surgery of Dr. Sylvia Grotjohann-Ernst**

The practice you attend for medical treatment is managed according to an appointment system. This means that the agreed time of the private medical consultation is reserved exclusively for you and that – as a rule – you are saved the waiting time that is often usual elsewhere.

However, this also means that, if you are not able to keep an agreed appointment, you must cancel it at least 48 hours in advance, so that we can otherwise allocate the time reserved for you. This not only serves to avoid waiting times in the organisational sense, but also creates contractual obligations for both parties. This means that, if you do not cancel an appointment in good time, you can be invoiced for the scheduled time and payment or (as the case may be) the unused time pursuant to § 615 of the German Civil Code (§ 615 BGB), unless your failure to keep the appointment was not your fault. Otherwise, it is agreed that acceptance default occurs if the agreed appointment is not kept and has not been cancelled on time.

Cancellations can be made by telephone or in person during our opening hours or you are welcome to send a fax (030-8110436) or an email to our email address: kontakt@hausarzt-zehlendorf.de

I calculate cancellation fees in accordance with No. 56 (“waiting”; times 3.5) of the German medical fees scale regulations (GOÄ). This equates to € 36.72 for each half hour commenced.

I have read this information, taken note of it and hereby declare my agreement.

Berlin, the \_\_\_\_\_

Signature: \_\_\_\_\_