

"NO SHOW"/CANCELLATION POLICY FOR APPOINTMENTS

We understand that you may need to cancel your appointment due to unavoidable circumstances. As a courtesy to our healthcare professionals and to other patients, please notify us of your cancellation as soon as possible. ***When you do not call to cancel an appointment in a timely fashion, you may be preventing another patient from receiving care...***

Your appointment time is reserved especially for you. Should you find that you are unable to keep your appointment please notify our office at least 24 hours in advance. This will allow us to offer your appointment slot to another patient.

If you fail to show up for your appointment, a \$30.00 fee will be charged to your account. The same applies to appointments canceled with less than 24 hours notice. (This fee is not covered by insurance and must be paid in full prior to rescheduling the missed appointment)

- In some instances late arrivals for appointments may require rescheduling.
- We understand that extenuating circumstances may cause you to cancel within 24 hours. Fees in this instance may be waived subject to management approval.
- Patients who schedule and fail to keep three (3) appointments in the span of one year may be dismissed from the practice for "treatment noncompliance"

Please sign that you have read and understand the "No Show"/ Cancellation policy for appointments

Patient name _____ Date of Birth _____

Patient or responsible party's signature _____

Today's date _____