

Cancellation & No Show Clinic Policy

We understand that situations arise in which you must cancel your appointment. It is therefore requested that if you must cancel your appointment you provide more than 24 hours notice. This will enable for another person who is waiting for an appointment to be scheduled in that appointment slot. With cancellations made less than 24 hours notice, we are unable to offer that slot to other people.

Office appointments which are cancelled with less than 24 hours notification may be subject to a \$50.00 cancellation fee.

Patients who do not show up for their appointment without a call to cancel an office appointment will be considered as NO SHOW. Patients who No-Show two (2) or more times in a 12 month period, may be dismissed from the practice thus they will be denied any future appointments.

The Cancellation and No Show fees are the sole responsibility of the patient and must be paid in full before the patient's next appointment. We understand that Special unavoidable circumstances may cause you to cancel within 24 hours or less. Fees in this instance may be waived if it is determined by our office to be of Special circumstances.

Please note that your appointment time will not be lengthened due late arrival as a courtesy to other patients.

Our practice firmly believes that good provider/patient relationship is based upon understanding and good communication.

Please sign that you have read, understand and agree to this Cancellation and No show Policy.

Patient Name (Please Print)

Date

Signature of Patient or Patient Representative

Date