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No Show / Late Cancellation Policy

This policy has been established to help us serve you better.

It is necessary for us to make appointments to see our patients in timely manner.

No-shows and late-cancellations cause problems that go beyond a financial impact on our practice. When an appointment is made it takes an available time slot away from another patient. No-show and late-cancellations disrupt the delivery of health care to other patients.

A “no show” is missing a scheduled appointment. A “late cancellation” is canceling an appointment calling less than 24 hours in advance.

We understand that situations such as medical emergencies occasionally arise when an appointment cannot be kept, and adequate notice is not possible. These situations will be considered on a case by case basis.

A charge of \$30.00 will be assessed for each no show or late cancellation office visit appointment if less than 24 hours' notice is given.

This charge is solely the patient responsibility and will not be billed to the insurance company.

Patient Name (Printed)

Signature

Date