



Cancellation and/or no show policy.

And PATIENT'S WHO ARE RUNNING LATE FOR THEIR APPOINTMENT

We are always happy to be able to work with you and your health care needs and reserve a time in your providers schedule just for you. However, in consideration of others we do request at least 24 hours notice prior to cancellation of any appointments. We do understand that there are circumstances that may prevent you from keeping your appointment, however in providing us with as much notice as possible; we may be able to contact another patient who needed an appointment on the day yours was scheduled. Morning and afternoon appointments fill quickly, and cancelling with less than 24 hours notice does not allow us enough time to schedule another patient in need of an appointment, therefore a **cancellation or no show fee of \$25 may apply if our office is not notified that you will be unable to make your appointment.**

Patients that are running late are asked to call the office as soon as possible to check with the staff if they will still be able to keep their appointment.

Patients, who are more than 15 minutes late for their appointment, may need to be re-scheduled to another day and time, in consideration of other patients and their scheduled appointment times.

We greatly appreciate your understanding of and cooperation with our office policies, and assisting us with accommodating our patients scheduling needs.

Please sign below that you have read, and acknowledge the above information provided to you. If you would like a copy of any of your paperwork, please ask one of our team to make copies for you.

Patient Name: _____

Patient Signature: _____

Date: _____