

Cancellation Policy

Due to an excessive number of patients failing to show for their scheduled appointments (**No Shows**) or patients cancelling their appointments within 24 hours of their scheduled appointments (**Late Cancellations**), we are instituting a Late Cancellation and No Show Policy effective November 1, 2009.

Although we recognize that there are sometimes valid reasons for no shows and late cancellations, they place a scheduling, staffing, and financial burden on the office and prevent other patients from obtaining appointments in a timely manner.

Our office calls each patient the morning prior to an appointment to confirm the appointment time and provide the opportunity to reschedule if necessary.

We reserve the right to charge a \$75.00 fee to your account for No Shows and Late Cancellations. This fee is not billable to your insurance company. Excessive abuse may result in dismissal from the practice.

Signature: _____ Date: _____