

## 1. Appointment Changes & No-Show Policy

- **24 hours' notice is required** to cancel, change, or reschedule an appointment.
  - Providing **less than 24 hours' notice** or failing to attend your scheduled appointment will be considered a **No Show**.
  - A **No Show fee of 25% of the cost of your appointment** will be charged to your account. If there is not a valid card on file, this fee must be paid before you can schedule another appointment.
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## 2. Payment Policy

- We require a **valid card on file** for all patients. This card will only be used for appointment fees, no show fees, and any patient-responsible balances.
  - If you do not wish to leave a card on file, **any outstanding balance must be paid in full prior to your appointment**.
  - Payment for services is due at the time of the appointment.
  - Telehealth visits require payment processing before the appointment can begin.
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## 3. Emergency Situations and Specialty Considerations

We understand emergencies and extenuating circumstances happen. If you cannot attend your appointment due to an emergency, or if the above policy is concerning to you or not applicable in some way please notify us as soon as possible so we may accommodate you without penalty when appropriate.

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### Acknowledgment:

By scheduling an appointment, you acknowledge and agree to comply with this No Show and Payment Policy.