



Thank you for trusting your care to Moon Integrated Health Clinic. When you schedule an appointment with Moon Integrated Health Clinic, we set aside enough time to provide you with the highest quality care. Existing patient appointments run strictly 15 minutes unless scheduled otherwise. New patient appointments run 1 hour. As a courtesy to others, should you need to cancel or reschedule your appointment, please contact our office **at least** 24 hours prior to your scheduled appointment time. This ensures that we will have ample time to schedule other patients who may be waiting for an appointment. Please see our **Appointment Cancellation/No-Show Policy below:**

- Any established patient who fails to show or cancel/reschedule an appointment and has failed to contact our office **with at least 24 hours' notice** will be considered a NO SHOW and will be charged a **\$50.00 fee.**
- Any established patient who fails to show or cancel/reschedule an appointment without a 24 hour notice a second time will be charged a **\$50.00 fee.**
- If a third NO-SHOW/Cancellation without 24 hour notice should occur we reserve the right to dismiss patients from the care of Moon Integrated Health Clinic.
- All new patient appointments scheduled require a \$80.00 deposit to secure your appointment time.
- New patient deposits will be applied to your appointment at time of check out.
- Any new patient who fails to show or cancel/reschedule an appointment and has failed to contact our office **with at least 24 hours' notice** will be considered a NO-SHOW and charged a **\$100.00 fee.**

We understand there may be times when unforeseen circumstances occur, and you may not be able to keep your scheduled appointment. The above policies are in no way intended to penalize our patients, and we will consider extenuating circumstances on a case-by-case basis. However, your signature below confirms that you understand, acknowledge, and agree to be bound by these terms and conditions as a valued patient of our office.