

No show policies

- (1) A scheduled appointment at this office is time reserved just for you- no one else can have that time- that means if you no show, or cancel at the last minute; someone else that may have needed that time did not have the opportunity
- (2) If there is a consistent pattern of no shows, (more than 2 in any given month), this will have inconvenienced another patient who needed services and you will be removed from services here.
- (3) If the need to cancel was a true emergency and the office was notified in advance of your appointment time, no charge will accrue.
- (4) If a no show occurs, or a last minute cancellation with no advance notice occurs, you will be responsible for a fee of 50.00 and a credit card payment will automatically be billed to your account.
- (5) If you no show more than once, your credit card information will be required for you to continue services here.

Your signature below indicates your understanding of this office policy and represents an addition to your Outpatient Services Contract.

Name/Printed	Signature	Date
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