

Buckhead Injury Wellness Institute

Cancellation & No-Show Policy

As our goal is to meet the needs of our patients, we will make every effort to schedule your appointments as efficiently as possible. In return, ***it is your responsibility to make every effort to keep your appointment and to arrive promptly at the time instructed.*** However, we realize that there are trying times with the coronavirus and unanticipated events can occur and may prevent you from keeping your appointment. In fairness and consideration to the other patients that need to be seen as soon as possible, we hereby request that you notify our office immediately when you realize you will not be keeping your appointment.

If you need to cancel or reschedule your appointment, you must do so at least ***24 hours before your scheduled office appointment*** to avoid paying a \$50.00 fee. This fee is **not** covered by your medical insurance or Worker's Compensation benefits.

The cancellation/rescheduled fee must be paid on or before your next scheduled appointment. Thank you for your attention to this matter.

I hereby acknowledge that I have read and understand the above cancellation and no-show policy and that I agree to abide by these guidelines. You can also reschedule or make changes to your appointment via practice fusion. Please ask the front desk manager for more information

Patient Signature

Date

Buckhead Injury Wellness Institute 5825 Glenridge Dr Bldg 2 STE 212
Atlanta Ga, Office: 404.537.3452 • Fax: 404.256.2627