

NO CALL/NO SHOW POLICY

Patients who fail to show for their appointments without notifying the office in advance are costly to the practice and may prevent another patient who needs to be seen from getting an appointment.

For the purposes of this policy, a No Call/No Show appointment is defined as an appointment which is missed by the patient without any notice, an appointment for which the patient arrives more than 15 minutes after his/her scheduled time, or an appointment cancelled by the patient shortly before the scheduled time.

If you need to cancel your appointment, you must call the office at least 5 hours prior to your scheduled appointment time. Our phone system works 24 hours a day/7 day a week. Our office staff will make every effort to reschedule your appointment as soon as possible.

If you have repeated No Call/ No Show appointments, future care from this office may be refused.

I have read and understand the above policy.

Printed Name

Date of Birth

Signature

Date