

Appointment Cancellation Policy

Your appointment time is important to you, your physician and to others who are in need of our services.

If you cannot keep your appointment for any reason, please call us 24 hours prior to your appointment time. If you do not show for your appointment or cancel with less than 24 hours notice, **a fee of \$75 will be charged to your account.** You will be personally responsible for this charge. This charge will not be billed to nor paid for by your insurance company. Future appointments will not be scheduled until this fee is paid.

Please help us keep the scheduling of appointments fair for everyone. Thank you.

Signature

Date

Printed Name

Account Number