



## **MISSED APPOINTMENT POLICY**

We're glad you have chosen us to provide your medical care. If you miss your appointments, you compromise your care. We would like to remind you of our office policies regarding missed appointments.

A missed appointment is when you fail to show up for your appointment without notice, or failure to provide the required 48 business hours cancellation notice.

We try our best to be on time for our scheduled patients, and ask that our patients give us the same courtesy. If you are unable to keep your appointment, please call ahead to cancel so that we may fill that time with another patient. We have outlined our missed appointment policies below.

## **CHARGES FOR MISSED APPOINTMENTS**

We require 48 business hours notice for all new and established patients and 24 business hours notice for all IVs.

- New Patient Missed Appointment: The patient will be charged and must pay in full the entire office visit fee of \$350.00 before being seen.
- Established Patient Missed Appointment: The patient will be charged and must pay in full the entire office visit fee of \$165.00 before being seen again.
- Missed Appointment fee for IVs: The patient will be charged 50% of the cost of their missed IV.
- Missed Appointment fee for Ondamed: The patient will be charged and must pay the full entire Ondamed fee.

Please be aware that 3 missed appointments may result in being discharged from our office.

\_\_\_\_\_  
Signature of Patient (or guardian if under 18)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Patient Name