

Cancellation Policy

Our practice is dedicated to quality care and exceptional service. We respect the importance of your time and work very hard to schedule appointments that accommodate the scheduling needs of all our patients.

We will call to confirm your appointment 1-2 days in advance; however please acknowledge that it is the primary responsibility of the patient to remember their scheduled appointment, even if our office is unsuccessful contacting you.

Late arrivals can cause schedule delays for the Doctor's and for those patients who arrive promptly at their appointment time. Our office has **10-15 minute grace period**, depending of the length of your scheduled appointment. If you arrive later than the grace period, your appointment will be rescheduled in order to meet the needs of those who are on time for their appointment.

Broken and missed appointments create scheduling conflicts for other patients as well as the practice. **If you find that you must change your appointment, we require a 24 hour notice so that we are able to accommodate another patient.** Appointments that are cancelled with less than a 24-hour notice will be subject to a service charge. Our service charge is **\$35.00 per 30 minutes scheduled.**

Thank you for your understanding and cooperation.

Printed Name

Signature

Date