



Appointments and Cancellation Policy

To remain consistent with our mission to provide the highest level of affordable personalized care, we have instituted the following policy:

1. Please provide our office a 24-hour notice in the event that you need to reschedule your appointment. This will allow us the opportunity to provide care to another patient. A message can always be left with the answering service to avoid a cancellation fee being charged.
2. A “No-Show”, “No-Call” or missed appointment, without proper 24-hour notification, may be assessed a \$25 fee. You may also be restricted from making any further appointments unless paid in advance. We do offer walk-in appointments daily as our schedule permits.
3. This fee is not billable to your insurance.
4. If you are 15 or more minutes late for your appointment, the appointment may be canceled and rescheduled.
5. As a courtesy, we make reminder calls, for appointments, one to two days in advance. Please note, if a reminder call or message is not received, the cancellation policy remains in effect.
6. We verify insurance as a courtesy to our patients, but it is your responsibility to know and understand your benefits and whether you are eligible the day of your appointment.
6. Repeated missed appointments may result in termination of the physician/patient relationship. If you have any questions regarding this policy, please let our staff know and we will be glad to clarify any questions you have.