



FamilyCare Specialists™

Comprehensive Healthcare With A Caring Touch.

Appointment Cancellation and No-Show Policy

To better serve our patients, we have implemented an appointment cancellation and no-show policy for appointments requiring additional time. Last minute cancellation and same day no-shows make it difficult to serve other patients who are waiting to be scheduled.

We hope to encourage our patients in early notification of cancellations and prevent no-shows for lengthy appointments such as: colonoscopy, flexible sigmoidoscopy, upper endoscopy (EGD), vasectomy, treadmill, skin surgery, physical exam, pap smear, dexa scan, well child exam, ultrasound, cosmetic treatments, and the sclerotherapy or VNUS procedure.

In most cases all no-shows or failure to cancel an appointment more than forty-eight hours prior to the appointment time will result in a \$50.00 fee to the patient. In some cases, we may request to your insurance company that your primary physician be changed; limit visits to only the walk-in clinic or in excessive cases, patients may be dismissed from the practice.

Please let us know of unexpected emergencies. We appreciate your help.

I have read and understand the policy above regarding the Appointment Cancellation and No-Show Policy.

Print Patients name

Date of Birth

X _____
Signature of Patient or Responsible Party

Date

Witness

Date

Account _____