



Appointment and Cancellation Policy

We understand that life can be unpredictable, and sometimes you may need to reschedule or cancel your appointment. We kindly request at least 24 hours' notice for any changes to your appointment. This allows us to offer your appointment time to another patient in need of care.

Our Policy

Due to the high demand for appointments, we have implemented the following policy:

- **Office Visits:** A \$50 fee will be charged for office visit appointments cancelled or rescheduled with less than 24 hours' notice.
- **Surgical Visits:** A \$100 fee will be charged for surgical visit appointments cancelled or rescheduled with less than 24 hours' notice.

Exceptions

We understand that emergencies happen. Please contact us as soon as possible if you need to cancel due to an unforeseen circumstance. We will handle these situations on a case-by-case basis.

How to Cancel or Reschedule

To cancel or reschedule your appointment, please:

- Call our office during business hours.
- Reply to your appointment reminder text message.
- Leave a voicemail if after hours

Private Pay Policy (not using insurance): If I do not show or cancel a private pay appointment with less than a 24 hour notice, my deposit will be forfeited. This Private Pay policy supersedes all other cancellation policies.

By signing below, I demonstrate my understanding of the entire policy stated above.

Patient/Legal Guardian Signature

Date