



## **Notice of Policy on Missed or Late Cancellation of Appointments**

Our office requires 24 hours notice for cancellation/ rescheduling of all appointments. There will be a \$15.00 charge to the patient, for which they are personally responsible, for all appointments that are missed and not canceled 24 hours or more before the scheduled appointment time. Patients are eligible for one (1) excused absence without charge every six months, starting from the month the patient begins care. Excused absences are not banked and do not roll-over.

Please contact the office with any questions or concerns you have about this policy. Thank you for your kind attention to this matter.

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updated 6/11

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