



Canceled and Missed Appointments

EFFECTIVE 7/1/2021

Please understand that your time commitment begins the moment you reserve an appointment.

Appointment reminder cards are available at the front desk. We also send text message reminders for upcoming appointments (excluding same day appointments). If you would prefer a reminder call or email, please ask.

We require at least 24 hours notice prior to your scheduled appointment time to reschedule or cancel your appointment. Your cooperation helps other patients that may be waiting for an appointment.

We understand that occasionally an emergency may arise, or an appointment may be missed accidentally. Everyone will get **2** (two) "oops" per year. After that you will be charged a \$20.00 cancellation/reschedule fee. This will be strictly enforced, and your insurance will not cover this.

I have read and understand the above policy.

→ **Signature:** _____ **Date:** ____/____/_____