

Policy: No Show for Scheduled Appointments

Dismissal from practice after 3 no shows for scheduled appointments.

- Patients are expected to keep their scheduled appointment.
- If a patient needs to cancel their appointment, please call us as soon as possible prior to the scheduled time.
- Cancellations can be taken by calling the office at any time, **this includes after business hours.** *(Our answering service will alert the office of a patient's need to cancel their appointment. We will call to reschedule during business hours.)*
- Appointments for follow ups are crucial to good medical care. Scheduled appointments must be kept.
- If a patient NO SHOWS, does not cancel their appointment, or attempts to reschedule a follow up appointment we deem medically necessary, the patient may be dismissed from the practice.
- Dismissal from the practice will be given in writing and allow 30 days for the patient to find a new physician and transfer their medical care and chart. Patients will be able to receive emergent medical care during that time period.
- Dismissed patients may not be seen by the practice again.