

ARTHRITIS AND ORTHOPEDIC MEDICAL CLINIC
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Missed Appointment Policy

We make appointments in order to see our patients as efficiently as possible. "No Shows" and "Late Cancellation" cause problems that go beyond a financial impact on our practice. When an appointment is made, it takes an available appointment with a doctor away from another patient.

The definition of "NO-SHOW" is missing a scheduled appointment or procedure.

The definition of "LATE CANCELLATION" is falling to call in advance within the appropriate times shown.

OFFICE VISIT- \$25.00 FEE will be charged for each "NO-SHOW" or "LATE CANCELLATION" if less than 24 business hours notice is given.

PROCEDURE- \$50.00 fee will be charged for each "NO-SHOW" or "LATE CANCELLATION" if less than 48 business hours notice is given.

Business hours are Monday through Friday 9:00am until 5:00pm, except holidays. Please understand that all insurance companies consider this charge to be entirely the patient's responsibility.

Patient Signature

Please Print Your Full Name

Date