



Appointment "No-Show" Policy

When you schedule an appointment, we set aside enough time for the physician to provide you with the highest quality care. If you need to cancel an appointment, please contact our office no later than 24 hours before your scheduled appointment. This gives us ample time to schedule another patient seeking medical care.

Effective April 15, 2018, patients who do not show up for a scheduled appointment and who have not contacted our office 24 hours before the appointment will be considered a "No-Show" and charged a \$35.00 fee.

This fee is charged to the patient, not the insurance company, and is due at the time of the patient's next office visit.

Patients with two "No-Show" visits will receive a letter with a copy of our "No-Show" policy. If there is an additional "No-Show", we may not be able to schedule further appointments.

We realize circumstances are subject to change at a moment's notice. If you were unable to make a scheduled appointment, please contact our Practice Administrator at (210) 829-8770 who may be able to waive the "No-Show" fee.

Please sign that you have read, understand and agree to this Cancellation and "No-Show" Policy.

Patient Name (Please Print)

Date of Birth _____