



Appointment No-Show and Same Day Cancellation 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 treatment.

Effective March 20, 2023, patients who do not show up or cancel a scheduled appointment and who have not contacted our office at least 24 hours before the appointment will be considered a "No-Show" or Same Day Cancellation and charged a \$50.00 fee.

This fee will be 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 policy. If there is an additional "No-Show", we may not be able to schedule the patient for 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 _____

Date _____

Please Sign