



Appointment Policy Agreement

Our goal is to provide quality health care to all of our patients in a timely manner. No-shows, late arrivals and cancellations inconvenience not only our providers, but our other scheduled patients as well.

When you book your appointment, you are holding a space on our schedule that is no longer available to our other patients. If a cancellation is necessary or you need to reschedule, please call our office 48 hours prior to your child's scheduled appointment time.

A no-show is when a patient misses an appointment without canceling. A late arrival is when a patient arrives fifteen minutes after their scheduled appointment time (a provider reserves the right to refuse to see a patient that arrives after the grace period). A cancellation is when the appointment is cancelled less than 48 hours prior to the appointment time.

THREE failures to keep your child's scheduled appointment, whether they be no-shows, late arrivals, or late cancellations, may result in a discharge from our practice.

I have read and understand this office policy and agree to comply.

Parent/Guardian Name _____ Date _____

Parent/Guardian Signature _____ Date _____