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## Cancellation/No –Show Policies

The cancellation / no-show policy is enforced for the following reasons:

1. We rely heavily on our schedule to maintain a high standard of care.
2. By giving appropriate notice to the facility, we are able to offer your appointment slot(s) to other patients.
3. Repeated cancellations and no-shows will slow your progress and likely prevent you from experiencing optimal outcomes from treatment.

### **NO-SHOW POLICY**

If you do not cancel your appointment in accordance with the cancellation policy and/or fail to show for your scheduled appointment, a \$30 no-show fee will be charged to your account. This fee will be charged for each appointment missed on the same day. This fee will not be waived for any reason, so please do not ask.

### **CANCELLATION POLICIES**

Appointments must be cancelled a minimum of 12 hours prior to your scheduled appointment time. Failure to cancel your appointment by this deadline will result in a no-show fee charged to your account. If you arrive more than 20 minutes past your appointment time, you may be asked to reschedule. If you are asked to reschedule, the no-show fee will be charged to your account.

### **REPEATED CANCELLATIONS**

Optimal outcomes from treatment can only be achieved if you take responsibility in your care and are compliant with scheduled appointments. Repeated cancellations may result in discharge for noncompliance.

These policies are strictly enforced to assure you receive the care you deserve and achieve your treatment goals. We pride ourselves in providing the highest quality of care possible. Please help us maintain this level of care by making your time here a priority.

A copy of this policy will be provided to you upon request.

\_\_\_\_\_  
Patient Signature (Parent/Guardian if under 18)

\_\_\_\_\_  
Date