



Missed Appointment Policy

We are committed to your recovery and have reserved a one-on-one block of time for each appointment you make. We expect the same commitment from you by keeping your scheduled appointments as this can mean the difference between whether you succeed in therapy or not. Please also attend your appointments on time, as tardiness not only affects your care, but the care of others.

What is a missed appointment? A missed appointment is either canceling without a 24 hour notice or not showing up for a scheduled appointment. If you have a missed appointment, you will be charged a \$50 fee. This fee is not refunded by insurance and is due the day of the missed appointment or at your next scheduled visit. For laser therapy, the scheduled laser treatment will be forfeited if you do not show up for your appointment or cancel with less than a 24 hour notice.

Your Road to Recovery is important to us, so it is essential that you are attending your scheduled appointments and arriving on time. If you are running late to an appointment, call your clinic and let us know ASAP.

If you miss an appointment or are **more than 10 minutes late 3 times within a 2 month period**, you may be discharged and asked to seek treatment elsewhere. Patients that **do not call and do not show up for 2 appointments within a 2 month time period** will be discharged from treatment.

I have read and agree to the above Missed Appointment Policy.

Printed Name of Patient or Guardian:

_____ Date: _____

Signature of Patient or Guardian:
