

Palmer Family Medicine, PC

NON-RESCHEDULABLE APPOINTMENTS POLICY

Effective June 10, 2019

Palmer Family Medicine allows an individual or family a maximum of three non-reschedulable appointments within a one-year time frame before dismissal from this practice. These are often referred to as “broken” or “no-show” appointments.

Palmer Family Medicine defines an appointment non-reschedulable if the patient does not notify the office of the need to cancel or reschedule an appointment within two hours of the time scheduled for that appointment. By holding this appointment time and not giving ample notification, we in turn cannot offer time to any other patients needing it. We do request at least twenty-four hours notice whenever possible, but realize exceptions will come up from time to time.

Palmer Family Medicine will also assess a \$150 non-refundable, non-billable fee for a missed appointment time. This will need to be paid before another appointment will be scheduled and can only be paid in cash or credit card. No checks.

I have read and understand the above “no show” policy.

Patient or Guarantor’s Signature

Date

Patient and/or Guarantor’s Name Printed

Patient’s Name and Relation to Patient if Guarantor