



## **Appointment Cancellation/No Show Policy**

Thank you for trusting your medical care to Sacramento Ear, Nose and Throat and The Allergy Center. When you schedule an appointment with us we set aside enough time to provide you with the highest quality care. Should you need to cancel or reschedule an appointment please contact our office as soon as possible. This gives us time to schedule other patients who may be waiting for an appointment. Please see our Appointment Cancellation/No Show policy below:

### **Office Visits**

Effective November 15, 2021 any patient who fails to show or cancels/reschedules an appointment less than **48 hours prior** to the appointment will be considered a No Show or in violation of our Cancellation policy.

Upon the second No Show or violation of our Cancellation Policy, a \$50 fee will be charged to the patient (we do not bill this to insurance) and will need to be paid prior to rescheduling.

Upon a third No Show or violation of our Cancellation Policy, the patient may be **dismissed** from the practice.

### **Surgery**

If a patient scheduled for surgery fails to show, cancels or reschedules their surgery less than **1 week prior** to the scheduled surgery, the patient will be charged \$100 to be paid prior to rescheduling the surgery.