

SAULT VISION CLINIC P.C.



Dr. Peter Merchand O.D.

Dr. Emily Miszewski O.D.

NO-SHOW AND LATE CANCELLATION POLICY

We schedule our appointments so that each patient receives the right amount of time to be seen by our physicians and staff. That's why it is very important that you keep your scheduled appointment with us, and arrive on time.

As a courtesy and to help patients remember their scheduled appointments, SAULT VISION CLINIC P.C. sends appointment reminder text messages four days and one day prior to the appointment, or phone calls one day in advance of the appointment.

If your schedule changes and you cannot keep your appointment, please contact us so we may reschedule you and accommodate those patients who are waiting for an appointment. As a courtesy to our office as well as to those patients who are waiting to schedule with the physician, we require that you give us at least 24-hour notice.

If you fail to cancel or reschedule your appointment with at least 24-hour notice to our office, we may assess a \$30.00 "no-show/late cancellation" service charge to your account. This "no-show/late cancellation" service charge is not reimbursable by your insurance company. You will be billed directly for it.

After three consecutive no-shows and/or late cancellation appointments, our practice may decide to terminate its relationship with you.

I understand the "no-show and late cancelation" policy of SAULT VISION CLINIC P.C. and understand that I may be charged \$30.00 for any no-show or late cancellation of a scheduled appointment as detailed above. I understand that I must cancel or reschedule any appointment at least 24 hours in advance in order to avoid a potential no-show/late cancellation charge.

Signature

Date