



CANCELLATION POLICY

January 1, 2016

As a specialist practice, this office is considered a limited resource for our community. Many patients wait unnecessarily for an appointment due to no-show appointments or last minute cancellations.

Our goal is to provide top quality care in a timely manner. In order to do so, we have had to implement an appointment cancellation policy. The policy enables us to better utilize available appointments for our patients in need of medical care.

For everything to run on time at our office, everyone has to do their part. While we always try to stick to our schedule, we also need your help to keep things moving smoothly. Getting here a few minutes early is a great way to make sure your appointment starts when it should. Should you need to change or cancel your visit, we require you to let us know 2 business days beforehand to avoid any extra charges or fees.

To reschedule/cancel your appointment, please call 603-225-0008. If you are scheduled for a Monday appointment, we must hear from you no later than the Thursday before and no later than Friday for Tuesday appointments. The office is closed Saturday and Sunday and we cannot accept notice of cancellation on these days.

Failure to meet the 48 hour notice requirement will incur a \$110.00 cancellation fee, which must be paid before rescheduling any other appointments.