

Patient Cancellation and No-Show Agreement

Welcome to Rise Acupuncture and Wellness Clinic, LLC. We are glad you have made an appointment for yourself or a family member.

To provide you with high-quality care, it is important for you to keep your scheduled appointment with the medical provider. Valuable time has been reserved for you or your family member. A missed appointment or late cancellation results in lost time that could have been given to another person wanting to receive care.

- Patients arriving more than 15 minutes late to their appointment will be subject to the providers' discretion as to whether they can be seen. Late arrivals may also be subject to an abbreviated visit.
- If a patient cannot be seen, or is more than 20 minutes late for a scheduled visit, it will automatically be considered a no show.

It is your responsibility to keep record of your appointment and to arrive on time. If you need to cancel or reschedule your appointment, please call 24 hours in advance. You may also leave a message with our scheduling desk. Every late cancel/no-show will be recorded in your chart. Multiple late cancels and no-shows can end your ability to make advance appointments or receive care at Rise Acupuncture and Wellness Clinic LLC.

We realize that an emergency may occur and/or you may not be able to notify us. We will discuss that situation with you when it happens.

- After One (1) Late Cancel/No Show: You will be reminded of our Late Cancel/No Show policy.
- After Two (2) Late Cancels/No Shows: There will be a charge of \$60.
- After Three (3) Late Cancels/No Shows: Advanced scheduling privileges will be suspended for three months. You can still be seen on a same-day scheduling basis only, depending on provider availability. We cannot guarantee that you will be seen.

Thank you for working with us to ensure that services are provided to all our patients in the best possible way.

Print Name

Date

Signature of Patient or Legal Guardian or Representative

Date

Relationship to Patient (if applicable)