

TWIN FORKS FAMILY PRACTICE, LLC

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TO ALL PATIENTS

Effective February 5, 2007 this office is implementing the following policy regarding no show appointments.

A \$50 fee will be charged to the account of patients failing to provide 24 hour notice of the cancellation of scheduled appointments. This policy will affect all patients, new and established.

As a courtesy, this office provides patients with printed appointment cards and confirmation phone calls. The quantity of no shows is excessive and this policy is being implemented in an effort to improve that situation. As it is our desire to provide our patients with timely appointments, we would appreciate as much notice as possible when cancelling appointments so that we may schedule another patient in that time slot.

I AM AWARE OF THIS OFFICE'S NO SHOW POLICY

Signature