



# Meints Chiropractic & Wellness

## Missed Appointment and Cancellation Policy

Due to the busy nature of our practice, a scheduled appointment means that time is reserved only for you. We understand that sometimes it is necessary to reschedule appointments, therefore, please give us at least a four hour notice prior to cancelling and we will gladly reschedule your appointment. Appointments are in high demand, and your early cancellation will give another patient the possibility to have access to timely care.

Our Policy:

1) I understand that if I miss a scheduled chiropractic or therapy session or cancel less than 4 hours before the appointment for the first time, I will be mailed a letter informing me of the missed/cancelled appointment and a policy reminder.

2) I understand that if I miss an appointment without calling and rescheduling less than 4 hours again, I will be charged \$25 for the missed appointment and must pay the fee at my next visit. This is not reimbursable by insurance.

We understand that life's unexpected occurrences do come up and sometimes you cannot plan for the unforeseen. Situations such as this will be handled on an individual basis.

To better serve our patients, we appreciate your understanding and are available to answer any questions you may have.

**Patient Name (Please Print):**

\_\_\_\_\_ **Patient ID:** \_\_\_\_\_

**Patient/POA/Guardian Signature:**

\_\_\_\_\_ **Date:** \_\_\_\_\_

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