

LATE TO APPOINTMENT POLICY

If you are an established patient and you arrive 15 minutes late or more to your appointment you will likely be asked to reschedule unless the doctor's schedule can still accommodate you. Priority will be given to the patients who arrive on time and you may have to be worked in between them. This may mean you will have a considerable wait. If this is not convenient for you, you may choose to reschedule. One or two late patients can cause the entire daily schedule to fall behind. This is inconsiderate to the doctor, staff, and other patients. We strive to see every patient as close to their appointment time as possible. Multiple late appointments can result in dismissal as a patient at our office.

Likewise, if you are a new patient and you arrive at the scheduled appointment time and not early to complete your forms as instructed and it takes more than 15 minutes to complete the forms and the registration process, you may also be asked to reschedule.

We ask that you please be courteous of your provider's valuable time and attention. The doctor, office staff, as well as your fellow patients will thank you.

Signature (Patient/Legal Guardian

Date