

ALTAMONTE PEDIATRIC ASSOCIATES

The following policy applies to all ADD appointments.

For all patients scheduled for new ADD appointments:

If you cancel your appointment with less than 48 hours notice or if you fail to show up for your scheduled appointment you will be billed \$100.00. No further appointments will be given until this amount is paid.

For all patients scheduled for recheck ADD appointments:

If you cancel with less than 24 hours notice or if you fail to show up for the appointment you will be billed \$50.00. No further appointments or refills will be given until this amount is paid and an appointment has been established.

After the combined third episode of either failing to show for a scheduled appointment or canceling within 24 hours of the appointment the patient will no longer be scheduled for future ADD appointments.

Please sign and date below acknowledging you read the above information and are aware of our policy.

Date

Signature