



Cornerstone Pediatrics
No Show/Same Day Cancellation Policy

It is the goal of Advocare Cornerstone Pediatrics to provide quality treatment and care in a timely manner to all patients. Our appointments are scheduled so that each patient receives the appropriate amount of time to be seen by our physicians. We have implemented a same day cancellation and no-show policy which enables us to ensure proper utilization of all available appointments for our patients in need of care.

Out of courtesy, it is expected that all patients will cancel their appointment prior to the day of the visit if they are unable to attend.

In the event of an emergency when prior notice cannot be given, we will consider the circumstance, and an exception may be granted.

Please note, if you are more than 15 minutes late, we may need to reschedule. This could be considered a no show.

Our aim is to provide convenient scheduling, especially for families with multiple children; however, in the event of a double well visit no-show, we may choose to restrict ability to schedule future back-to-back sibling well visits.

No show and same day cancellation visits will be handled in the following manner:

First Notification

First letter is sent to parent or guarantor when a patient's appointment was either missed or canceled same day for the first time. If the appointment missed/canceled same day was for more than one child, a letter will be sent for each child as an individual occurrence

Second Notification

Second letter is sent to parent or guarantor when there is a second appointment missed or canceled same day. This letter is a notification that there could be a \$50 fee charged in the future. If the appointment missed/canceled same day was for more than one child, a letter will be sent for each child as an individual second occurrence

Third Notification

Third letter is sent to parent or guarantor as a final notice that there were numerous missed appointments and there will be a \$50 fee. If the appointment missed/canceled same day was for more than one child, a letter and \$50 charge will be sent for each child. Dismissal from practice may be considered.

I acknowledge and understand that I have received the information on Advocare Cornerstone Pediatrics no show appointment/same day cancellation policy.

Signature

Date