



77 West Forst Avenue, Suite 304
Flagstaff, AZ 86001
(828)214-3600

Patient Name: _____

Date of Birth: _____

Parent Guardian: _____

Missed Appointment / No-Show Policy

Effective January 2026

Mountain View Pediatrics is committed to providing timely, high-quality care to all patients. When an appointment is missed without prior notice, another patient is unable to use that time, and clinic resources are impacted.

Missed Appointments

A missed appointment (no-show) is defined as an appointment that is not kept without advance notification to the office. Beginning January 2026, a no-show fee will be applied when a patient fails to attend a scheduled appointment without notifying the office in advance.

- The no-show fee may apply to office visits, behavioral health visits, and other scheduled services.
- The amount of the no-show fee may vary by appointment type.
- This fee is not billable to insurance and is the responsibility of the patient, parent, or legal guardian.

Appointment Cancellations

To avoid a no-show fee, patients are asked to cancel or reschedule appointments as soon as possible. Providing advance notice allows us to offer appointment times to other patients who may need care.

Repeated Missed Appointments

Repeated missed appointments may result in additional no-show fees and/or review of continued care with the practice.

Patient Name

Print Name of Parent or Legal Guardian

Parent or Guardian Signature

Date