

Allergy & Asthma

DIAGNOSTIC OFFICE

NOTICE OF NO SHOW AND LATE CANCELLATION POLICY

As a patient at the Allergy and Asthma Diagnostic Office, I understand, acknowledge and agree to the following policies:

- Our office utilizes Talk Soft/RevSpring for appointment reminders via phone, email and/or text. *As a courtesy*, we will attempt to remind you of all office appointments in advance. **Please understand it is your responsibility to know when your appointment is.**

We understand that life is not always predictable and there are times when you must miss an appointment due to an emergency. Please contact our office with any questions.

Office: 315.701.9500 Email: patients@allergyaway.com Website: www.allergyaway.com

- Please note there is a separate policy & procedure for **testing appointments** which will be discussed with you on your first visit to our office.
- **A fee (listed below) not covered by your insurance company will be added to your account should you fail to show for your appointment or fail to give 24 hours notice.** We reserve the right to send accounts to collection for these non-covered charges including government insurance programs. For non-acute visits, this fee must be paid before any future appointments will be scheduled.

There will be a **\$150.00 “no show” fee** for CONSULTATION APPOINTMENTS, **\$75.00 “no show” fee** for TESTING APPOINTMENTS and **\$40.00 “no show” fee** for all other appointments. ***These fees are considered Non-Covered services by all insurance carriers and are due and payable by you.***

Due to a high patient demand for appointments, and limited availability, non-emergent cancellations on the same day will result in a fee. Please help us serve you better by keeping scheduled appointments. Please understand that it is your responsibility to know when your appointment is.

Multiple No-Show or cancelled appointments with less than 24 hours notice, may lead to dismissal from the practice.

We thank you for your understanding.

I have read and understand the Policy the Allergy & Asthma Diagnostic Office has regarding confirming appointments, no show and late cancellation appointments.

Patient Name

Date

Signature of Patient / Legal Guardian