



*“Maintaining the healthiest you!”*

## Cancellation Policy

You may cancel or reschedule your appointment up to 24 hours ahead of the scheduled session time. **If you do not make changes at least 24 hours ahead of your session, you will be subject to a no-show/late cancellation fee of \$40.00.** This no-show/cancellation fee is not reimbursable by your insurance company. You will be billed directly for it.

We have this policy out of respect for our provider and clients. We schedule our appointments so that each patient receives the right amount of time to be seen by their provider. **It is important that you keep your scheduled appointment with us and arrive on time.**

If your schedule changes and you cannot keep your appointment, please contact the office at 850-329-2932 or in the patient portal reschedule your appointment or send us a message. As a courtesy to our office as well as those patients who are waiting to be seen by our provider. Please understand changes less than 24 hours in advance lead to appointment slots that are difficult to fill. Without ample notice, less than 24-hour cancellations prevent others from being able to schedule into that time slot.

**After three consecutive no-show/late cancellations to your appointment, our practice may decide to terminate its relationship with you.**