

-Policies and Procedures-

Cancellation Policy

Dermatology Clinic Of Iowa P.C. has regrettably found itself in the position of having to develop a policy regarding missed appointments and cancellations without giving prior notice. We understand that cancellations on short notice due to emergencies or last-minute developments may arise. This loss of appointment time is frustrating to us and to those patients who may have an urgent problem that requires immediate attention, and are not able to be worked into our busy schedule. It is extremely important that cancellations or rescheduling be communicated to our office no later than 24 hours in advance of your appointment whenever possible.

Therefore, if a patient fails to show or cancel a scheduled appointment, we will institute a broken appointment fee of \$25, or \$50 for no cancellation of a procedure. This fee must be settled before further appointments can be scheduled.

Our goal is to provide quality medical care. We will make every effort to remind you of your appointment. We appreciate your efforts in honoring scheduled appointments and will continue to strive to provide our patients with the highest quality medical care. Please make sure we have your most current cell phone number and email.

Thank you

Patient initial _____