

Ada West **DERMATOLOGY**

Diseases of the Skin, Hair, Nails, & Skin Cancer Treatment

No Show Policy
Updated 11/13/19

It is the policy of AWD that patients who no show their scheduled appointments will be required to provide a \$35 deposit in order to schedule another appointment. The \$35 deposit may be made by placing a credit card on file with AWD.

Should the patient no show again the \$35 deposit will be charged to the credit card and an additional \$35 deposit will be required to schedule another appointment.

After 3 no shows the patients' account will be forwarded to the practice manager for determination of continued dermatological care. The no show count is cumulative and is not required to be consecutive.

Patients will be considered a no show if the following occurs:

- 1-They do not provide a minimum of 24 hours notice that they are cancelling or rescheduling their scheduled appointment.
- 2-They do not show for their scheduled appointment.