

General and Appointment Cancellation Policy

At PS Dermatology and Surgery/PS Foot and Ankle, we value our relationships with our patients and understand your time is valuable. With that in mind, we work to maintain the most efficient schedule and make every attempt to get patient's an appointment within a reasonable time frame.

We appreciate your understanding of adherence to our policy. PS Dermatology and Surgery/PS Foot and Ankle, understands that schedules sometimes change. If you are unable to keep a scheduled appointment, we ask that you call us at least 24 hours in advance to reschedule. This allows us to reschedule your canceled appointments in a timely manner and allows other patients with urgent needs to quickly access our providers.

If you do not call to cancel or reschedule before your scheduled appointment time, it is documented as a NO SHOW and you will be charged a fee of \$50.00. Three (3) NO SHOWS in twelve (12) months constitutes dismissal from our practice.

Patients who fail to show for their scheduled office procedure appointment or did not notify the office within forty-eight (48) hours of their scheduled procedure appointment shall be subject to a NO SHOW/CANCELLATION fee of \$100.00.

I have read the policies contained above, and my signature at the end of this combined document serves as acknowledgement of a clear understanding of these policies.

My signature below constitutes acknowledgement and acceptance of this policy.

Printed Name: _____

Signature of Patient: _____

Date: _____