

MEDICAL APPOINTMENT NO CALL/NO SHOW POLICY

Thank you for trusting your medical care to Tallahassee Perinatal Consultants, LLC. When you schedule an appointment with TPC we set aside enough time to provide you with the highest quality care. Should you need to cancel or reschedule an appointment, please contact our office as soon as possible and no later than 24 hours prior to your scheduled appointment. This gives us time to schedule another mom the opportunity to receive the highest quality care and see her little one. Please see our Appointment No Call/No Show Policy below:

- **Effective June 22, 2018**, any established patient who fails to show for a scheduled appointment or cancels an appointment without at least a **24 hour notice** will be considered a **No Call/No Show** and will be **charged a \$50.00 fee. This fee is not billable to your insurance company.**
- Any established patient who fails to show a second time for a scheduled appointment or cancels without a 24 hour notice will be charged a \$75.00 fee.
- If an established patient fails to show a third time for a scheduled appointment, then they will be dismissed from Tallahassee Perinatal Consultants, LLC and a letter will be sent to their Obstetrician stating the patient has been dismissed due to No Call/No Show.
- Any new patient who fails to show for their first scheduled appointment and does not contact the office to cancel/reschedule will not be rescheduled.
- As a courtesy, we make reminder calls and send text messages to the mobile number that the patient provided for all appointments. If you did not receive the reminder call or message, the above Policy will remain in effect.

We understand there are times when unforeseen circumstances occur and you may not be able to keep your appointment. If this happens, please contact our office manager, who may be able to waive the No Call/No Show fee. You may contact Tallahassee Perinatal Consultants, LLC by phone during regularly scheduled business hours or by e-mail.

Tallahassee Perinatal Consultants, LLC 850-999-2651 or e-mail:

info@tpcmfm.com

I have read and understand the Medical Appointment No Call/No Show Policy and agree to its terms.

Printed Name

Date

Parent/Guardian's Signature