

## No-Show and Deductible Reimbursement Policy

In an effort to maximize our ability to accommodate patients into our busy schedule, the 5<sup>th</sup> Avenue Dermatology Surgery & Laser Center utilizes a no-show policy similar to most insurance-based medical practices. Once follow-up appointments are made, there is a 24 hr cancellation policy which charges a 75 dollar penalty if patients do not show up for appointments without telephone notification. Same day cancellations are respectfully acknowledged, as well, if emergencies do occur, at the discretion of the practice. We make every effort to confirm appointments by telephone the day before and provide appointment cards to each patient when they schedule. In order to implement this policy, it is required that all patients provide a valid and up to date credit card/debit card number to keep on file. This credit card will also be used to pay for any reimbursable medical bills that are due to the practice as a result of unmet deductibles on one's insurance plan. No charges will be made without prior notification and all financial information is kept confidential along with all medical information. We appreciate your understanding in this matter. Its implementation allows us to continue to accept managed care medical insurance and provide the timely, quality service that our patients deserve.

I hereby acknowledge the above cancellation and reimbursable medical service policy of the 5<sup>th</sup> Avenue Dermatology Surgery & Laser Center. I have read it and had the opportunity to have any questions answered. I authorize the office to charge the above mentioned fees, when indicated, with the credit/debit card below.

Type of card: \_\_\_\_\_

Name of card holder: \_\_\_\_\_

Credit card # \_\_\_\_\_

Exp date: \_\_\_\_\_ security code: \_\_\_\_\_

Signature: \_\_\_\_\_