

**Laurie Boquet Dory, M.D.  
Comprehensive Eye Care**

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**Missed Appointment/ "No Show" Fee Policy**

We're glad you have chosen us to provide your eye care, but if you miss your appointments, you compromise that care. We want to remind you of our office policy regarding missed appointments/ "no shows".

Last minute cancellations and appointment "no shows" (appointments that are not kept and no notice is given) prevent other patients from being seen in a timely manner. Therefore, we ask you notify the office of your cancellation at least 24 hours in advance. Failure to do so will result in a \$25.00 "missed appointment/no show" fee. We understand there are instances when emergencies come up the day of your appointment, therefore, we ask you to contact us as soon as possible.

This fee must be paid prior to being seen at your next visit. You are responsible for any "no show" fees you are charged; your insurance company will not be billed.

If you "no show" 3 times in a consecutive 12 month period, you may be discharged from the clinic.

Our regular office hours are Monday-Thursday 8:00 – 5:00 and Fridays 8:00-4:30. If you call after our normal work hours, you may leave a detailed message with the answering service with your name, date and time of your scheduled appointment, and your request to cancel or reschedule.

We thank you in advance for your courtesy and cooperation regarding this matter. Your signature is requested below to verify acknowledgement of this policy.

Signature\_\_\_\_\_ Date\_\_\_\_\_