

Clear Choice Acupuncture and Wellness

213 N Thompson St., Conroe, Texas 77301
936-689-6975

Cancellation Policy/No Show Policy

1. Cancellation/No Show Policy for Appointments

- We understand that there are times when you must miss an appointment due to emergencies or obligations for work or family. However, when you do not call to cancel an appointment, you may be preventing another patient from getting much needed treatment. Conversely, the situation may arise where another patient fails to cancel and we are unable to schedule you for a visit, due to a seemingly "full" appointment book.
- If an appointment is not cancelled at least 24 hours in advance you will be charged a **thirty dollar (\$30) fee**; this will not be covered by your insurance company. In place of this \$30 fee, you may bring 2-4 items of dry goods to be donated to a local shelter.

2. Scheduled Appointments

- We understand that delays can happen however we must try to keep the other patients and the schedule on time.
- If a patient is 15 minutes past their scheduled time we will have to reschedule the appointment and the appointment will be considered cancelled within 24 hours and be subject to the thirty dollar (\$30) cancellation/no show fee.

3. Account balances

- We will require that patients with self pay balances do pay their account balances to zero (\$0) prior to receiving further services by our practice.
- Patients who have questions about their bills or who would like to discuss a payment plan option may speak with us prior to their appointment by either calling in advance or before receiving services the day of the appointment.

Print Patient Name

____/____/____

Date

Patient/Guardian Signature

(Office Use Only)

Patient Account # _____