

Appointment Cancellation Policy:

Intown Primary Care is committed to providing all of our patient with exceptional care. 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 being seen.

If an appointment is not cancelled at least 24 hours in advance you will be charged a \$75 fee for Preventive/Physical visits and a \$50 fee for Non Preventive/Physical visits; this will not be covered by your insurance company.

If a patient is 15 minutes past their scheduled appointment time we will have to reschedule the appointment.

Print Name

____/____/____
DOB

Patient/Guardian Signature

____/____/____
Date