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## MEDICAL APPOINTMENT CANCELLATION / NO SHOW POLICY

Effective 08/15/2021, Kinston Regional Pain Center has implemented a cancellation/no show policy. We value your trust and time as a patient. When you schedule an appointment with Kinston Regional Plain Center, we set aside enough time to provide you with the highest quality of care.

Should you need to cancel or reschedule your appointment, please contact our office as soon as possible no later than 24 hours prior to your scheduled appointment. This gives us time to schedule other patients who may be waiting for an appointment. Please see our Appointment Cancellation/No Show Policy below:

Effective August 15, 2021, any established patient who fails to show or cancels/reschedules an appointment and has not contacted our office with **at least 24 hours notice**, will be considered a **No Show** and charged a **\$25.00 fee**.

Any established patient who fails to show or cancels/reschedules an appointment without a 24 hour notice a **second time**, will be charged a **\$50.00 fee**.

**If a third no show or cancellation/reschedule** with no 24 hour notice should occur, the patient may be dismissed from Kinston Regional Pain Center.

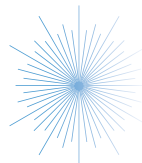
The fee is the patient's responsibility, not the insurance company, and is **due before the next appointment is made**.

We understand there may be times when an unforeseen emergency occurs and you may not be able to keep your scheduled appointment. If you should experience extenuating circumstances, please contact our Office Manager, who may be able to waive the NO SHOW FEE. Should it be after regular business hours, Monday through Friday, 8am to 4pm, or a weekend, you may leave a message, (252) 208-7784.

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

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

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_



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