

5625 Eiger Road, Suite 110
Austin, TX 78735
(512) 447-4122 (p)
(512) 614-4139 (f)
www.southwestaustinfoot.com



170 Benney Lane, Suite 100
Dripping Springs, TX 78620
(512) 894-5100 (p)
(512) 614-4139 (f)
@swaustinfoot

Mark Whitesides, DPM <i>Board Certified, American Board of Podiatric Medicine</i>	Michelle Vi Nguyen, DPM <i>Board Certified, American Board of Podiatric Medicine</i>
Kim L. Dao, DPM <i>Board Certified, American Board of Podiatric Medicine</i>	

Cancellation and No-Show Policy

When patients cancel appointments, fail to show up, or reschedule at the last minute, they block a valuable appointment time and prevent other patients from receiving the care they need.

While we understand that emergencies happen, it is imperative that you notify our office at least 24 hours in advance if you need to cancel or reschedule your appointment.

Initials:

_____ Patients must cancel or reschedule appointments at least 24 hours in advance.

_____ Appointments not cancelled or rescheduled 24 hours in advance will be charged a \$25 no-show fee for each missed appointment. This fee is not covered by insurance and must be paid before scheduling another appointment.

_____ If a patient misses or reschedules 3 or more appointments without providing 24 hours' notice, they will no longer be permitted to schedule appointments with our office.

_____ Patients who arrive more than 15 minutes past their scheduled appointment time will be considered a no-show under this policy and will be required to reschedule their appointment.

Signature of Patient or Authorized Representative

Date

Printed Name of Patient

Date of Birth