

Cancellation and Missed Appointment Policy

Our goal at Advanced Kids Care is to provide you and your child with convenient, accessible, and high quality medical care. In order for us to assure convenience and accessibility to all of our patients, it is important that patients arrive in a timely manner for all scheduled appointments or cancel the appointment 24 hours in advance. This policy allows us to make better use of our available appointments for those patients in need of medical care.

Missed Appointment Policy

A “missed appointment” is an occurrence where someone does not show up for an appointment and does not cancel the appointment in advance of the schedule date and time. If you do not show up for your appointment and you do not cancel the appointment **24 hours in advance**, we will record this in the medical record as a “missed appointment.”

Fees for Appointments - Financial Agreement

Effective immediately, Advanced Kids Care, PA will begin to charge patients when they do not present for scheduled appointments

Failure to cancel or re-schedule the appointment within 24 hours of the scheduled appointment time will result in a fee for a missed appointment. This fee will not be submitted to the health plan; it will be charged to the patient.

The missed appointment fee is **\$25 per patient** for the following types of appointments: Well Child Exams/Check ups/Annual Physicals, Conferences, Surgical procedures, and Sports Physicals.

I pre authorize Advanced Kids Care PA to use the payment information (debit/credit card) on file to charge for the applicable fees.

I acknowledge that I have read and understand the above policy statement regarding the fees for missed appointments.

No show fees must be paid in full before scheduling any further appointments.

Please note: Repeated “missed appointments” may result in discharge from the practice.

Patient Name & DOB

Patient Name & DOB

Patient Name & DOB

Patient Name & DOB

Patient Name & DOB

Patient Name & DOB

Parent/Guardian

Signature

Date