Neurological Associates of Washington
Cancellation and/or No-Show Policy

Many doctors, especially Family Practice, stack patients (book them into overlapping time slots) to avoid having large holes in their schedules. We are very careful not to stack appointments and try to ensure that our patients get the very best care and our full attention. When our patients cancel with little or no notice or simply do not show up for their appointment, that time is wasted and there is no one to fill the hole. (If given proper notice, we are often able to fill it with someone from our lengthy cancellation list.)

Due to the increase of last-minute cancellations and no-shows in our appointment schedules, we have no choice but to implement the following:

Appointments that are cancelled without at least one business day's notice or where the patient does not show up or does not call to cancel until after the fact will be billed directly to the patient as follows:

- Office Visits $75.00
- MRI $300.00
- EEG $100.00
- EMG/Nerve Conduction $100.00

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I have read the above policy, understand and agree to pay the penalty assigned to me if I should no-show or cancel my appointment without the required notice. When calling to cancel, please do not leave this message on voicemail. Please let the receptionist know that you need to cancel an appointment and ask to speak directly to the assistant.

_____
(signature of patient)

_____ _____
Patient Name (please print) Date

****Exceptions will be made for truly extenuating circumstances.**