



## NORTHERN OKLAHOMA DERMATOLOGY

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### **Cancellation and No-Show Policy**

In order to best serve our patients, we are implementing the following policies.

#### **Office visit appointments**

Patients who fail to show for their scheduled appointments or fail to notify us of the need to cancel/reschedule **24 hours** before the time of the scheduled appointment, will be issued a **\$50 fee**. This fee is not covered by your insurance and it will be your responsibility to pay this fee before your next visit.

#### **Procedure/Cosmetic appointments**

Patients who fail to show for their scheduled appointments or fail to notify us of the need to cancel/reschedule **48 hours** before the time of the scheduled appointment, will be issued a **\$50 fee AND will forfeit any deposit**. This fee is not covered by your insurance and it will be your responsibility to pay this fee before your next visit.

#### **Surgical Appointments**

Patients who fail to show for their scheduled appointments or fail to notify us of the need to cancel/reschedule **48 hours** before the time of the scheduled appointment, will be issued a **\$100 fee**. This fee is not covered by your insurance and it will be your responsibility to pay this fee before your next visit.

#### **Late Policy**

If you find yourself running late to your appointment, please call and inform us. If you are running more than 15 minutes late, we will do our best to accommodate you, however, there is no guarantee that you will be seen and you may be asked to reschedule.

#### **How to Cancel/Reschedule your appointment**

To cancel or reschedule an appointment, please call Northern Oklahoma Dermatology at 918-214-8888. Our office business hours are Monday through Thursday from 8:00am to 5:00pm..