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300 N Graham St, #250 Portland, OR 97227 Phone: (503) 280-3418 Fax: (503) 284-7885

## NO SHOW & LATE POLICY

We understand that at times, unexpected events arise, resulting in missed appointments. It is essential that you call our office, (503) 280-3418, as soon as possible in order to allow another patient the opportunity for an equally important appointment.

If an appointment is missed, or not canceled within 24 hours, you will be assessed a \$50 cancellation fee.

If you are more than 15 minutes late for your scheduled appointment, your appointment may need to be rescheduled for another time. If you are in route to your appointment and running late, please call our office to see if you can still be seen or better served by being rescheduled.

Regretfully, after 3 no call/no shows to our clinic, we reserve the right to dismiss the patient from our care. Thank you for your cooperation.

Patient Name	
Responsible party signature	
Data/Time	

