

## **NO SHOW & LATE CANCELLATION POLICIES**

Our goal is to provide quality health care to all our patients in a timely manner. No-shows, late arrivals, and cancellations inconvenience not only our providers, but our other patients as well. Please be aware of our policy regarding missed appointments.

When you book your appointment, you are holding a space on our calendar that is no longer available to our other patients. In order to be respectful of your fellow patients, please call our office as soon as you know you will not be able to make your appointment.

### **CANCELLATION POLICY**

If you are unable to make your appointment for any reason, please give us 24-hour advance notice as a courtesy. Our providers reserve this time for you on their books. By giving 24-hour advance notice, it allows for us to possibly fill the spot with another patient seeking to use the time. We understand “life happens” and we are always willing to accommodate for unforeseen emergencies.

If an appointment needs to be cancelled within the 24 hour window, **\$50** will be charged to your account. If you are more than 15 min late for your service, we may not be able to accommodate you. In this case, the same cancellation fee will apply. We will do our very best to reschedule your service for another time that is convenient for you. We hope you understand our time is important.

If a client cancels three times without giving the required 24-hour advance notice, they will no longer be able to book appointments with Dr. Lee B Daniel-Aesthetic Plastic Surgery & Spa Side, notwithstanding an unusual set of documented emergencies.

### **NO SHOW POLICY**

We have a strict no-show policy. If you do not call to cancel more than 24 hours in advance of missing or not showing up for your scheduled appointment, you will be charged **\$50**. We are sure you agree, for both the practice and patient alike, time is our most valuable asset. When you create a reservation and you do not show for your reserved spot, or provide sufficient advance notice, we are unable to accommodate other clients who may have booked with us. Thank you for respecting our time as much as we respect yours.

We reach out and make best efforts to communicate with every client 3 times before every appointment via email, text, and phone calls depending on your communication preference. Dr. Lee B Daniel-Aesthetic Plastic Surgery & Spa Side reserves the right to update company policies at their discretion.