

Charles G. Godoshian, M.D., F.A.C.P.

27177 Lahser Rd., Suite 104 Southfield, MI 48034

TEL [248-353-0882](tel:248-353-0882) FAX [248-353-0883](tel:248-353-0883)

• **Appointment Cancellation / No Call – No Show Policy:**

We understand that there may be times that you must miss an appointment due to emergencies and unforeseen obligations for work or family. However, when you do not call to cancel an appointment or you don't show up for your appointment, you may be preventing another patient from getting much needed treatment. The staff work that is involved in preparing for your appointment (calling to confirm, checking insurance eligibility and benefits) is very time consuming and could be avoided when a cancellation call is placed by the patient.

Therefore, if an appointment is not cancelled at least 24 hours in advance, you will be charged a \$75.00 (seventy-five dollar) fee. This will not be covered by your insurance company, this will be your responsibility.

• **Scheduled Appointments / Arriving Late Policy:**

We understand that delays may happen, however we must try to keep other patients and the physician on time with their appointments and schedule.

Therefore, if a patient arrives past their scheduled time, we will have to reschedule the appointment.

• **Multiple No Call- No Show or Cancelled appointments policy:**

Multiple No Call –No Show and Cancelled appointments will result in patient discharge from the practice. You will be notified in writing if discharge from the practice has occurred.

I have read the above and do understand the policies of Charles G. Godoshian, M.D.,P.C.

Patient Signature: _____

Patient Printed Name: _____

Date: _____