

LAURIE A. KELLEHER, D.C., P.C.

CANCELLATION POLICY

We require 24 hour notice to cancel an appointment. Should you fail to cancel within 24 hours or miss our appointment, a charge of \$40.00 will be made to your account. It would be fraudulent for us to submit this charge to your insurance carrier. In order to maximize your benefit from chiropractic treatment, it is important to adhere to the treatment plan set forth by the chiropractor.

TWO "NO-SHOWS" OR CANCELLATIONS WITH LESS THAN 24 HOUR NOTICE IN ONE MONTH WILL RESULT IN REMOVAL OF ALL FUTURE SCHEDULED APPOINTMENTS. THE PATIENT WILL BE ASKED TO CALL ON A DAILY BASIS FOR APPOINTMENTS.

INSURANCE CO-PAYMENTS

Patients are expected to pay their co-payments at the end of each visit. If you have multiple visits in a week, payment can be made on the last visit of the week.

I have read and understand the above office policy and financial statement. I further understand that I shall be personally responsible for any unpaid balance to this office.

Patient Name

Signature (if minor, parent's signature)

Date