

No-Show policy for I Care PsychLLC

We schedule our appointments so that each patient receives the right amount of time to be seen by our physicians and staff. That's why it is very important that you keep your scheduled appointment with us and arrive on time.

As a courtesy, and to help patients remember their scheduled appointments, I Care Psych sends text message and email reminders 1 week as well as 48 hours in advance of the appointment time.

Our staff will call you on the number you provided 48 hours prior to your appointment time.

If your schedule changes and you cannot keep your appointment, please contact us so we may reschedule you, and accommodate those patients who are waiting for an appointment. As a courtesy to our office as well as to those patients who are waiting to schedule with the physician, please give us at least 24 hours' notice.

If you do not cancel or reschedule your appointment **with a 24 hours' notice**, we may assess a \$75 for follow up and \$125 for new intake appointments of a "no-show" service charge to your account. This "no-show charge" is not reimbursable by your insurance company. You will be billed directly for it.

After three no-shows to your appointment, our practice may decide to terminate its relationship with you.

I understand the "no-show" policy of I Care Psych and agree to provide a credit card number, which may be charged **\$75 for follow ups and \$125 for new intake appointments**. This applies to any no-show of a scheduled appointment. I understand that I must cancel or reschedule any appointment at least 24 hours in advance to avoid a potential no-show charge to the credit card provided.