ANNISTON EAR, NOSE AND THROAT, P.C.

BEATRICE L. SMITH, M.D., F.A.C.S.
DIPLOMATE, AMERICAN BOARD OF OTOLORYNGOLOGY
FELLOW, AMERICAN ACADEMY OF OTOLARYNGIC ALLERGY

AUDIOLOGY
WILLIAM A. BARON, Au.D., CCC-A

PATIENT CANCELLATION/NO-SHOW POLICY

Our goal is to provide quality medical care for our patients in a timely manner. Appointments are in high demand, and we must fully utilize our time efficiently. We understand that there are times when you must miss an appointment due to emergencies or obligations to work or family. While we are sympathetic, Anniston Ear, Nose and Throat cannot absorb financial responsibility nor delay the care of other patients due to last minute cancellations or no shows. This Cancellation/No-Show Policy has been established to help us utilize available appointments for our patients in need of medical care, as well as help to control unnecessary cost.

Effective immediately, if an appointment is not cancelled or rescheduled 24 hours in advance of your appointment time, you will be charged the following:

$25.00 for an Office Appointment
$100.00 for an Office Surgery

This charge will not be covered by your insurance company and will not go toward the appointment if it is rescheduled. Once a cancellation/no-show fee has been incurred, it must be paid prior to rescheduling the appointment.

If you need to cancel or reschedule an appointment, please call **256-236-4426**.

My signature below acknowledges that I have read and understand the above policy of Anniston Ear, Nose and Throat, P.C.

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Patient Name **Date of Birth** **Date**

901 LEIGHTON AVENUE, SUITE 601
ANNISTON, ALABAMA 36207
Telephone (256) 236-4426 Fax (256) 238-8830