

## CABOT MEDICAL CARE

Please read and sign:

1. Missed appointment policy:

If you miss an appointment 3 times without prior notification, you may be dismissed from the practice.

2. Prescription/Sample Policy:

Any prescription or sample should be requested 3-4 days before you run out. Once you have requested your prescription, it should be filled within 48 hours and be at the pharmacy or be ready for pick up at our office unless you have been notified otherwise by the nurse.

3. Referral Policy:

Any referral that is for another physician should be requested at least 2 weeks in advance of the appointment in order to allow sufficient time to process and complete.

4. Medication Refill Policy:

The following medications will not be filled after business hours by the on-call physician:

Antibiotics  
Pain Medication

Routine Medications

Prior authorization with your insurance company for certain medications could take at least 7-10 days to process.

5. Payment Policy

All co-pays, coinsurance and deductibles are due on the day of your visit. We accept cash, checks and credit cards. There will be a \$15.00 charge for all returned checks.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_