

## MISSED APPOINTMENTS POLICY

1. Meet all of your scheduled appointments. Arrange the activities in your life so that this can occur.
2. If you become ill, we still want you to come, because AK care will help you recover.
3. If you are unable to make it due to an expected or unexpected emergency, please call 24-hours in advance and let us know so that we can reschedule your appointment.
4. There will be a 50% cancellation fee charged-due to importance of each time slot.

I have read and understand the above policy.

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Patient's Name

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Signature