



DR. OTHA MYLES & ASSOCIATES, LLC
3915 Watson Rd. Ste 101 | St. Louis, MO 63109
PH: 314-833-4001 FAX: 314-833-3989
www.myleshealthcare.com | office@myleshealthcare.com

Myles Healthcare Cancellation/No-Show Policy

Here at Myles Healthcare we schedule appointments so that each patient receives the right amount of time to be seen by our physician and staff. That is why it is important that you keep your scheduled appointments with us and arrive on time.

As a courtesy, and to help patients remember their scheduled appointment, Myles healthcare sends reminder calls 1 business day in advance of the appointment time. It is the patient's responsibility to inform the office if they need to cancel an appointment at least 48 hours prior to their scheduled appointment date and time.

If your schedule changes and you cannot keep your appointment, please contact us so that we may reschedule you, and accommodate those patients that are waiting for an appointment. As a courtesy to our office as well as those patients who are waiting to schedule with the physician please give us at least 48 hours' notice.

If you do not cancel or reschedule your appointment with at least a 48 hours' notice, we may assess a \$50.00 "no show" fee to your account. This "no show fee" is not reimbursable by your insurance company. You will be billed directly for it.

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

I understand the "no show" policy of Myles Healthcare and understand that not adhering to this "no show" policy will result in a fee of \$50.00. I understand that I must cancel or reschedule any appointment at least 24 hours in advance in order to avoid a potential no-show charge.

Patient's Printed Name

Date

Patient's Signature