

Effective January 1, 2020

A \$25.00 fee will be assessed for the following services:

No-Show Appointments and FMLA forms

To avoid a \$25 No-Show fee, please contact the office to cancel or reschedule your appointment before your scheduled appointment time

**All copays and old balances are due at time of service
(Unless you made other arrangements with our billing office)**

Please Note: If you are more than 15 minutes late without informing us prior to your appointment, you *may* be asked to re-schedule

By signing this form, I understand and acknowledge that I will comply with these policies

Signature

Date

*Thank you,
David B. Schwartz, MD*