**Westford Internal Medicine, P.C.**

**New Policy Effective 3/1/16: Missed/Cancelled Appointments**

**Missed appointments will be assessed a "no-show" fee**

**depending on the type of visit.**

**Appointments for Physicals and OMT visits (**[Osteopathic Manipulative Treatment](http://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=2&cad=rja&uact=8&ved=0ahUKEwiXrK_kiK_MAhUKOCYKHQIgDGwQFggfMAE&url=http%3A%2F%2Fwww.osteopathic.org%2Fosteopathic-health%2Ftreatment%2FPages%2Fdefault.aspx&usg=AFQjCNGJFsh1jpl69yYiIl0_Gehf2n3GxA&bvm=bv.120551593,d.cWw)s**) cancelled with less than 24 hours’ notice are considered a missed appointment and will be charged a no show fee of $50.**

**Appointments other than physicals that are not cancelled**

**are considered missed appointments and will be charged**

**$25.**

**Multiple missed or cancelled appointments may lead to**

**patient dismissal from the practice.**

**Your advanced cancellation notice will allow us to provide**

**care for other patients needing appointments.**

**Thank you for your understanding.**