



## **RENAISSANCE WOMEN'S CENTER POLICIES**

### **APPOINTMENT POLICY**

All visits to Renaissance Women's Center are scheduled appointments, including lab draws and injections. Walk-in patients unfortunately cannot be accommodated. Appointments can be made by calling our office or using the patient portal.

### **LATE APPOINTMENTS**

You will be asked to reschedule your appointment if you are more than 15 minutes late and your physician's schedule cannot accommodate your late arrival. Please call if you think you may be late to see if we will be able to accommodate you.

### **RESCHEDULED AND NO SHOW APPOINTMENTS**

If you reschedule your appointment three times or no show for an appointment twice, no future appointments will be made for you and you will be asked to find another OBGYN clinic. There is a **\$25 fee** if you no show for an appointment or do not cancel your appointment within 24 hours of your appointment time. If you have a special circumstance regarding a missed or rescheduled appointment please do not hesitate to speak with the office manager.

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Patient's Signature

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Date