



## CANCELLATION/NO SHOW PROTOCOL FORM

At Comprehensive Rehab we continue to strive to serve our patients according to their individual need and their doctor's recommendations. To do this effectively we have developed and implemented a cancellation policy. The policy reads as follows:

- If a patient has more than three cancellations/no shows in one month, that patient would receive a phone call informing them that they will be taken off the schedule.
- The exceptions will be hospitalization, vacation, extended illness, etc.
- The patient may call back and re-schedule their appointments, however we cannot guarantee that the original treatment time(s) will be available.

Please make your appointments a priority and call our receptionist if you are unable to attend your regular appointment. We will do all that we can to accommodate requested changes.

I have read and acknowledge the above

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Patient or Guardian Signature

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Date