



CANCELLATION POLICY

Dr. Elizabeth Koehle HBMSc., D.C.
Chiropractor/Acupuncture Provider

Dr. James Koehle, D.C.
Chiropractor/Acupuncture Provider

Fiona Morton, R.M.T.
Registered Massage Therapist

Brianna Perry, R.M.T.
Registered Massage Therapist

We pride ourselves on providing the best care possible. One way we do that is efficient use of equipment and professional staff. If your appointment time becomes inconvenient for you, we are always happy to change it if you provide us with 24 hours notice. This allows us to schedule in a patient who may be in urgent need of care.

Missed or broken appointments represent a cost to us, to you and to other patients who could have been seen in the time set aside for you. They interfere with your treatment and create unnecessary scheduling problems for other patients.

We strive to accommodate the scheduling needs of our patients, and we will make every effort to keep your schedule on time. Failure to provide us with 24 hours in advance notice or failure to show up for a scheduled appointment will result in a cancellation or no show fee. The fee will be 50% of the appointment fee with a minimum charge of \$25.00.

Our goal in communicating our cancellation and no show policy is to avoid any extra charges from occurring.

We thank you for your cooperation and understanding.

I have read and understood the cancellation policy.

Patient's Name (Please Print)

Patient's Signature

Dated