

Medication Management Attendance Policy

It is important for patients to keep their appointment times. NO-SHOW appointments result in unused physician times in which another patient could be treated. A NO-SHOW is defined as a cancellation without notification.

It is the obligation of each patient to call and notify office staff when an appointment cannot be kept.

- Two consecutive NO-SHOWS or three accumulated NO-SHOWS in any 6-month period may result inpatient being discharged from medication management clinic
- Excessive cancellations with or without notification may also result in patient discharge from medication management clinic

Effective January 1, 2018:

Medication refills between appointments resulting from *failure to make or keep a follow-up appointment* in the time frame your doctor told you will result in \$25 charge to refill before the next scheduled appointment.

The decision to refill a prescription is at the doctor's discretion according to the specifics of each patient's situation.

Prescriptions are not replaced in the following situations:

1. Any lost or stolen medications regardless of reason, even with a police report
2. Printed prescriptions for ADHD that have expired
3. Out of medication due to taking more than prescribed

I have read the attendance policy and understand that my cooperation and active participation directly relates to the success of my treatment.

Patient or Guardian Signature

Date