

## **Cancellation Policy**

*Effective January 1, 2020*

- Your appointment time is reserved for you. If you need to cancel or change an appointment, as much advanced notice as possible is appreciated.
- Cancellations or changes in appointments must be made at least 24 hours in advance to avoid charges.
- If you fail to notify us 24 hours in advance, you will be charged \$60.00 for each missed or late cancelled appointment.
- Exceptions may be made for emergencies and other extenuating circumstances.
- Please note that insurance companies do not pay for missed or late cancelled appointment charges.
- You may make changes to your appointment by calling 952-892-7690 and press 0 for the office staff or enter your provider's extension. If it is after hours, please leave a message.