

**Alamitos - Seal Beach Podiatry Group
(HMO INSURANCE continued)**

Follow-up visits should be scheduled with ample time to arrange for authorizations for those visits. Co-payments and deductibles are also due at the time services are rendered.

****If you require immediate medical attention, you must contact your primary care physician for an emergency referral to our office.**

MISSED APPOINTMENTS:

When a patient misses a scheduled appointment, it deprives our office the opportunity to provide services to others needing our care. Often times, there is a waiting list of patients desiring treatment in our office. We try to accommodate these patients with openings created from cancellations. Therefore, if you foresee a reason for having to cancel your appointment, we request that you give us at least 24-hour notice. We can then offer your appointment to others needing our care.

We make every effort to assure that you will be reminded of a scheduled appointment in our office. ***In the event that a patient misses an appointment, it is our policy to charge the patient for the missed office visit fee.***

Please help us serve you better by keeping scheduled appointments or calling our office with 24-hour advanced cancellation notice: 562.493.2451

I have read and understand the financial policies as described above.

X _____
(SIGNATURE OF PATIENT OR RESPONSIBLE PARTY)

Date: _____