

No-Show and Cancellation Policy

At Southeast Texas Ear, Nose & Throat, our goal is to provide quality treatment and care in a timely manner to all our patients. Therefore, we have implemented a no-show and cancellation policy, which enables us to better utilize available appointments for our patients needing care. The following policy applies to patients who fail to keep their scheduled appointments and is effective immediately.

Please be courteous and call our office promptly if you are unable to attend an appointment. You can cancel or reschedule appointments by calling 409-212-8111.

A patient who fails to show up for their scheduled office appointment or does not notify the office within 24 business hours before their scheduled appointment shall be subject to a \$75 no-show/cancellation fee.

We understand that emergencies and unforeseen circumstances do arise. These situations will be considered on a case-by-case basis.

No-show/cancellation fees are **NOT** covered by insurance and are, therefore, the sole responsibility of the patient.

Patient Name or Guardian (Print): _____ Date: _____

Signature: _____