



TrilliumPsychiatry, PLLC.

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Psychotherapy and Psychopharmacology
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MISSED APPOINTMENT POLICY

We feel honored that you have chosen Trillium Psychiatry, PLLC as your treatment provider. We take this responsibility seriously and reserve the time of your session just for you. Broken appointments represent cost to us, to you and to other patients who could have been seen in the time set aside for you.

Follow up appointment that is rescheduled or cancelled without at least 2 business days notification is considered to be a Late Cancellation appointment.

Missed follow-up appointment without notification is considered to be a NO Show appointment.

You may be charged for your office visit if you fail to cancel your scheduled appointment at least 2 business days in advance.

A policy of this practice is to charge for missed sessions as follows:

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|--|----------------|
| Late Cancellation Fee for a follow-up medication review appointment | \$30.00 |
| Late Cancellation Fee for a follow-up psychotherapy hour session | \$50.00 |
| NO Show Appointment Fee for a follow-up medication review | \$50.00 |
| NO Show Appointment Fee for a follow-up psychotherapy hour session | \$75.00 |

If you are running more than 15 minutes late for an appointment, that appointment may need to be rescheduled and you will be charged for it.

Generally, you may choose to do a remote session if you are late to your scheduled appointment.

Please note that three (3) late cancellations or no shows in 12 months period could result in discharge from the practice.

Please help us serve you better by keeping your scheduled appointments.

By signing below, I certify that I have read and agreed to all of the above regarding no show/cancellation policy.

Patient's Signature

Printed Name

Date