

Attendance Policy

We at Draves Family Practice have a strong commitment to providing quality care to our patients. In order to provide this care in the most efficient manner possible, we must be able to predict our patient load each day. With this in mind, we ask that everyone agree to follow these policies regarding attendance.

Cancellations:

If you must cancel or reschedule your appointment, you must give us at least 24 hours prior to your appointment time. Patients who do not give reasonable notice are considered a no-show. Two no-shows will result in dismissal from our practice.

Late Arrival:

We request that you arrive 10 to 15 minutes prior to the time of your appointment. This allows time to complete any paper work, update your account, etc. If you are more than 10 minutes late for your appointment we will try to accommodate your appointment if time allows, but we cannot guarantee that you will be seen.

Confirmations:

We request that you provide us with a current phone number in the event we would need to reschedule your appointment for any reason.

Courtesy:

We try our very best to treat each and every patient with dignity and respect. We simply ask that you do the same. Rude or abusive behavior towards any member of our staff or other patients is grounds for dismissal from our practice.

Thank you very much for choosing Draves Family Practice. Please sign and date below if you understand and agree to abide by these policies.

Signature: _____ Date: _____

* Patients who are removed from our practice will be seen on an emergency-only basis for 30 days. After 30 days they will need to seek care elsewhere.