

# WESTSIDE AESTHETICS

## **CANCELLATION POLICY**

Our goal is to provide quality medical care in a timely manner. This policy enables us to better utilize available appointments for our patients in need of treatments/medical care.

### **Cancellation of Appointments**

If it is necessary to cancel or reschedule your appointment we require that you call us 24 hours in advance. \_\_\_\_\_ Patient Initials

This time will be reallocated to someone who is in need of treatment/medical care. This is how we can best serve the needs of our patients.

### **Late Cancellations and No Shows**

A credit card is needed at time of booking an appointment. All appointments including complimentary consultations and follow ups canceled with less than 24 hour notice will result in a charge. This also applies to appointments made the same day and appointments scheduled within 24 hours of appointment time. Late cancellations will be considered "No Show" and you will be held accountable for 50% of the service scheduled. If you are scheduled with the doctor it is a flat fee of \$100.00.

\_\_\_\_\_ Patient Initials

### **How to Cancel Your Appointment**

To cancel appointments please call us at (310) 443-5273. If you do not reach a staff member you may leave a detailed message on the voicemail. You may **NOT** cancel via e-mail.

Visa     MC     American Express     Discover     Care Credit

Credit Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_

My signature attests to the fact that I understand and agree to the information contained within.

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_