



Skin and Laser Center

CANCELLATION, RESCHEDULE, AND NO-SHOW POLICY

Our office requires an advance notice of 48 business hours for cancellations or rescheduling of standard appointments.** The associated fees for no shows, cancellations or rescheduling with less than the required policy time frames are as follows:

Policy Fee for Regular Skin Care Services

- The cost of the scheduled treatment, or a minimum of \$50 for each hour that the appointment was booked if a specific treatment was not determined.

Policy Fee for Injection Services

- \$50 for Botox appointments
- \$75 for filler appointments (Juvederm, Sclerotherapy)

Policy Fee for Laser Services**

- \$75 for each hour that the appointment was booked (**72 hours advance notice is required for laser appointments booked for longer than 2 ½ hours)

**We have a separate cancellation/reschedule policy for hi-energy laser resurfacing appointments.

NOTE: The appropriate fee will be charged at the time you reschedule your next appointment. After two no shows or less than 48 business hours cancellation/reschedule, our office may choose not to schedule future appointments.

As a courtesy, our office provides an automated phone call two business days prior to the appointment to remind you of the date and time and allow you the opportunity to select an option to reschedule. If you are unsure that the phone number listed for you is correct, or if you wish to change the number, please contact one of our schedulers at 480-947-6788.

Your cooperation regarding this matter is greatly appreciated so that we will have ample time to fill the opening if you cannot keep your appointment. We thank you for your business and look forward to continuing to serve you for your skin care needs.

I have read and understand the cancellation/reschedule policy and the associated policy fees listed above:

Patient Name (Print): _____

Patient Signature: _____ Date: _____

Skin and Laser Center Representative (Print Name): _____

Signature: _____ Date: _____