



Thomas Susko M.D., Inc.
2021 Santa Monica Blvd #200e
Santa Monica, CA 90404
Phone: (310) 829-5557
Fax: (310) 829-5554

Good Medicine Takes Time

Appointment No-Show and Cancellation Policy

Time has been specifically reserved for your appointment and efforts are put forth to anticipate your visit to our office and facilitate the best care possible.

As part of our continued effort to provide you with the best care and accommodate all appointment requests, we have implemented a Cancellation/No-Show Policy in our office.

If you fail to cancel your office appointment at least 24 hours in advance, or fail to show up for your scheduled appointment, you will be charged a "No Show Fee." The fee is \$50.00 for established patients and \$100.00 for a consultation or new patient visit. For new patient visits, we will be asking you for your credit card information to reserve the appointment for you and will only process a \$100.00 transaction if you fail to meet the terms of this policy.

We ask that you arrive 30 minutes in advance of your New Patient appointment and 10 minutes in advance of your Established Patient appointment. If you are not here timely, we may not be able to see you for your scheduled appointment and the aforementioned fees may apply. Attempts will be made to search for an available appointment that same day, but we cannot guarantee we will have a slot open and, therefore, you will be required to pay the No Show/Cancellation fee.

Unforeseen Circumstances

We recognize that situations can occur which are unforeseen and, as such, the following procedure is required in order to waive the "No-Show/Cancellation Fee."

Illness: Must provide Emergency Room Report or Physician Excuse.

If you need to change or reschedule your appointment 24 hours prior to your appointment, please call our office at: (310) 829-5557

I _____, have read and understand the policy above.

Patient Signature: _____ Date: _____

Witness: _____ Date: _____