

Associates in Primary Care Medicine, Inc

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www.apcmweb.com

No Show Policy

If you need to cancel an appointment we require at least a 24-hour notice to avoid a potential fee of \$80.00. If you need to cancel a prime appointment (7am-9am or 5pm-7pm) we require a 48-hour notice. In order to offer our patients same day sick appointments as well as convenient times for scheduled visits this policy is strictly enforced. Our office prepare for your visit weeks before your appointment. Our goal is to see all of sick or urgent visits the same day and no shows and cancellations make it difficult to accommodate all of our patients' needs. We appreciate your understanding of this policy.

Forms Policy

If you need a form filled out by your provider there will be a fee ranging from \$25.00 to \$100.00 depending on the complexity of the form. Please be sure to fill out your portion of the form. Forms are usually ready in 2 weeks.

Associates in Primary Care Medicine, Inc may decide to discharge you as a patient for the following reasons:

1. Rude or unacceptable behavior to providers or staff of Associates in Primary Care Medicine, Inc.
2. Patients who do not fulfill their financial obligations to Associates in Primary Care Medicine, Inc
3. Multiple missed appointments, either not kept or not cancelled with at least a 24 hour notice
4. Non compliant with medical advice
5. Being dishonest
6. If we feel we are not the right healthcare partner for you