



At Mountain Eye Associates, we understand the importance of patients being seen for their scheduled appointments. To help patients remember their scheduled appointments, we offer appointment reminders through phone call, email and text messaging. We also understand that there may be times when, due to unexpected circumstances, a patient may not be able to make their scheduled appointment.

If you need to cancel your appointment with one of our providers, please call at least 24 hours prior to your scheduled appointment. This allows our practice sufficient time to schedule patients who may be awaiting an appointment with one of our providers. Failure to show up for an appointment, or cancelling an appointment with less than a 24-hour notice, will result in the patient being marked as a no-show.

Please review the Mountain Eye Associates No-Show policy below:

- After one no-show within a calendar year, the patient will receive notification from our office that they were a no-show for their appointment. We will help the patient reschedule their appointment at that time.
- After two no-shows within a calendar year, the patient will be subjected to being double-booked at appointment times that are convenient to the schedules of the providers at Mountain Eye Associates.
- After three no-shows within a calendar year, patients may be dismissed from being a patient at Mountain Eye Associates.

I have read the Mountain Eye Associates No-Show policy and understand that failure to arrive to my scheduled appointments may ultimately result in being dismissed by the practice as a patient of Mountain Eye Associates.

Patient Name (printed)

Patient Date of Birth

Patient or Guarantor Signature

Date