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Cancellation and Missed Appointment Policy

At Harrisonburg OBGYN, our goal is to provide quality healthcare in a timely manner. "No-shows" and late cancellations inconvenience those individuals who need access to medical care in a timely manner. We would like to remind you of our office policy regarding missed appointments. This policy enables us to better utilize available appointments for our patients in need of medical care.

Cancellation of an Appointment:

In order to be respectful of the medical needs of other patients, please be courteous and call Harrisonburg OB/GYN promptly if you are unable to show up for an appointment. This time will be reallocated to someone who is in need of treatment. If it is necessary to cancel your scheduled appointment, we require that you call at least 24 hours in advance. Your early cancellation will allow another patient the opportunity to be seen in a timely manner.

How to Cancel Your Appointment

If you need to cancel or reschedule your appointment, please call 540-434-3831 or preferably login to the patient portal and notify our office of this request. If you have not registered in the patient portal, please contact the office for instructions for registration.

No Show Policy:

A "no-show" is someone who misses an appointment without canceling it in an adequate manner. A failure to be present at the time of a scheduled appointment will be recorded in your medical record as a "no-show."

- **Missed appointment: there will be a \$30 fee billed to your account**
- **After the third missed appointment: you may be discharged from our practice.**

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