

Medication Requests

It is important for patients to keep their appointments to insure proper medical treatment. However, we understand from time to time there will be a need for you to reschedule an appointment. It is important for patients on medications to continue on their meds and therefore, we request you provide the office with at least two working days in which to process the refill request. There will be a \$20.00 charge for all refills called in or hand written in which case the patient has cancelled or failed to make their appointment and/or any other non-routine medication refill. This charge usually is not a covered charge by insurance companies and therefore the patient will be responsible. Our office will not bill your insurance company for said charges.

For any medications calls made to modify or add medication in which the patient has kept their scheduled appointments, there will not be a charge. This is considered routine medical care. If for some reason the office cancels the appointment, we will not charge a processing fee.

In addition, medication calls should always be requested during office hours.

Patient/Guarantor

Date