



CHARLESTON ONCOLOGY

COMPASSIONATE CARE FOR CANCER
AND BLOOD DISORDERS

A Department of
Bon Secours St. Francis Hospital

Attention Patients and Caregivers:

NO SHOW POLICY

Effective June 1, 2015, Charleston Oncology will be implementing a no show policy. The policy is as follows:

- Please cancel your appointment 24 hours prior to the appointment time with no penalty.
- All patients will be considered late after 30 minutes, and he/she will be asked to reschedule the appointment.
- After 2 consecutive no shows, you will receive a warning letter.
- After 3 consecutive no shows, you will be charged a \$25 no show fee.
- After 4 consecutive no shows, you will receive a letter of termination, meaning you will be discharged from care by our practice.

Please note: This will not apply to patients who are admitted as inpatients, or who are held up by appointments coordinated by our outside scheduling department. We do ask that you notify us if this is the case in order to accommodate you into our schedule.

If there are any questions about this policy, please see Management.

Thank you for your understanding.