

**Cancellation Policy for Psychiatry**

Please be reminded that all new patients to HRC sign a form regarding our missed appointment/late cancellation policy. As a reminder, there will be a charge for any missed appointment or any appointment cancelled less than 24 hours in advance. This charge is not reimbursable by insurance.

Missed appointment fees **for psychiatry** are \$75 for a 20-30 minute appointment and \$100 for a 45-60 minute appointment.

I, \_\_\_\_\_, have read this reminder regarding this policy and am aware that I will be charged for any missed appointments or late cancellations.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

**Psychiatry Treatment Form**

Routine follow-up appointments are an essential part of effective outpatient psychiatric care. I understand that to be considered an active patient of Dr. \_\_\_\_\_'s practice at HRC, I must attend routine follow-up appointments at intervals to be determined based upon my clinical situation.

I also understand that if I have not been seen for 12 months or more, my chart may be closed and I may no longer be considered an active patient of Dr. \_\_\_\_\_.

\_\_\_\_\_ Signature and date

\_\_\_\_\_ Witness and date