



Lakeside Endocrine Associates, INC.

1667 N. Clyde Morris Boulevard, Suite #2
Daytona Beach, FL 32117

Cancellation Policy/ No Show Policy

Effective November 1, 2016 our office will be implementing a new Cancellation/ No Show policy.

New Patient Cancellation/No Show Policy

We understand that there are times when you must miss an appointment due to emergencies or obligations for work or family. However, when you do not call to cancel an appointment, you may be preventing another patient from getting much needed treatment. Conversely, the situation may arise where another patient fails to cancel, and we are unable to schedule you for a visit due to a seemingly "full" appointment book.

Due to a large block of time needed for 'New Patient' appointment, last minute cancellations can cause problems and added expenses for the office.

If you are a New Patient and if your first new patient appointment is not cancelled at least 24 hours in advance you will be charged a One hundred dollar (\$100) fee. This will not be covered by your insurance company.

Account balances

We require that patients with self-pay balances pay their account balances in full prior to receiving further services by our practice.

Patients with balances over \$100 must make payment arrangements prior to future appointments being made.

Thank you for your understanding in these matters. Be well.

Sincerely,

Frank R. Kohler, D.O.
and The Staff at Lakeside Endocrine Associates
