

William Wallace Webster, MD
620 Commercial Ave., Coos Bay, OR 97420
541-808-3860

CANCELLATION AND NO-SHOW POLICY

Our goal is to provide quality medical care in a timely manner. In order to do so, we have implemented the following policy so we can better utilize available appointments for our patients in need of timely medical care. No-shows create scheduling problems for the office and other patients. With adequate notice, this time can then be reallocated to someone who is in urgent need of treatment.

We understand that there may be reasons for missing and/or cancelling appointments. However, due to the high demand for soon appointments; and in order to be respectful of our patients with medical needs, please be courteous and call our office promptly if you are unable to come to your scheduled appointment.

If you are unable to keep your scheduled appointment, we require that you inform the office of any appointment cancellation at least 24 hours in advance. As a patient receiving services from William Wallace Webster, MD I understand that I am responsible for cancelling appointments within a 24-hour timeframe. Failure to cancel an appointment within 24-hours is considered a no-show; and, multiple short-notice cancellations may result in termination of access to care from this clinic.

Signature: _____

Date: _____