



ANCHORAGE OB/GYN

RHENE MERKOURIS, MD PC

Phone: 907-336-6375 ● Fax: 907-336-7211 ● www.merkouris.net
2841 DeBarr Road Suite A-40 Anchorage AK 99508



No-Show Policy

Quality care for our patients is our priority. Please take a few minutes to review our no-show policy and sign at the bottom of the form. If you have any questions please let us know.

No-show appointments have a significant negative impact on our practice and the healthcare we provide to our patients. When a patient no-shows a scheduled appointment it:

- Potentially jeopardizes your health
- Is unfair and frustrating to other patients that would have taken the appointment slot

Definition of a “No-Show” Appointment

Anchorage OB/GYN defines a “No-show” appointment as any scheduled appointment in which the patient either:

- **Does not arrive to the scheduled appointment**
- **Cancels with less than 24 hours’ notice**

We understand that emergencies happen. When you need to cancel or rebook a scheduled visit, we expect you to contact our office no less than 24 hours before the scheduled visit. This allows us a reasonable amount of time to determine the most appropriate way to reschedule your care as well as giving us the opportunity to rebook the now vacant appointment slot with another patient. **In the event your appointment cannot be cancelled within 24 hours due to emergent needs, please call and the “no-show” will be at the discretion of the office manager.**

Occurrence	Actions to be taken by clinic
1 st No Show	Mailed warning letter
2 nd No Show	Mailed certified warning letter and \$50 fine
3 rd No Show	Discharge from practice

If you miss 3 or more appointments within a year you will be dismissed from the clinic and your remaining scheduled appointments will be cancelled.

Patient dismissal is at the discretion of your provider. Reapplication to the clinic one year (rolling 12 months) after initial dismissal letter will be considered by your medical provider. If you have any questions or concerns please let us know or call us at 907-336-6375.

Patient Name: _____

Patient signature: _____

Patient Label