

APPOINTMENT POLICY

Office of Mary Ann M. Abney, APRN, CNS, LLC

I **CAN NOT GUARANTEE** late afternoon appointments. This especially applies to ongoing follow up appointments. If this presents an inconvenience for you, please let the office staff know and we will give you the names of other prescribers in the community. I am only in this office one day a week, thus a limited number of appointments are available at any given time.

Broken appointments are a loss for everyone. Scheduled appointments that are not kept, due to a "no show" or cancellation less than 24 hours in advance, are considered to be broken appointments and are not billable to insurance. This places a financial burden on the provider operating a private practice, denies another patient the opportunity to be treated and interrupts the treatment process. I understand that "life happens" and may challenge you to keep your scheduled appointment. I ask that you make every effort to let the office know you will not be able to get here. We can discuss this missed visit at your next scheduled appointment.

Broken appointments will be charged a standard fee and payment is expected in a timely manner. The fees are as follows:

Second of two initial Psychiatric Evaluation appointments (90 minutes): \$350.00

Individual treatment with medication management (50 minutes): \$225.00

Individual treatment with medication management (30 minutes): \$150.00

Two or more broken appointments may result in a referral to another prescriber who will continue your treatment. This includes the renewal of prescribed medications through my office.

I regret any inconvenience this may cause you, but I am invested in the quality of care I provide to my patients and must ensure the financial viability of my part time private practice. Please sign and date below and you will be given a copy of this policy.

Patient Name.

Date