



Trilogy Medical & Aesthetics

"CREATING HEALTH & BEAUTY INSIDE & OUT"

Trilogymedical.net

Trilogyaesthetics.com

INITIAL VISIT & ALL PROCEDURES:

We require notice of **3 business days** for any Cancellation or Rescheduling of an initial appointment or any office procedure.

FOLLOW UP OFFICE VISITS:

We require a **24-hour notice** for any Cancellation or Rescheduling of a follow up appointment.

*We reserve the right to charge the **full amount of the fee for the visit scheduled**, if the cancellation notice is beyond the designated time.

We require credit/debit card information in advance to reserve an appointment time. Amounts will only be charged for failure to correctly comply with the above terms.

*****APPOINTMENT REMINDERS CAN BE SENT BY TEXT, EMAIL OR PHONE CALL AS A COURTESY. APPOINTMENT CARDS ARE AVAILABLE AT THE TIME OF SCHEDULING IN PERSON. THERE MAY BE TIMES WHEN YOU DO NOT RECEIVE AN ADDITIONAL TEXT, EMAIL OR PHONE REMINDER. THIS IN NO WAY IS AN EXCUSE FOR MISSING A SCHEDULED APPOINTMENT. PLEASE MAKE PROPER NOTE OF APPOINTMENT DATES AND TIMES THAT YOU SCHEDULE TO AVOID CONFUSION AND ANY MISSED APPOINTMENT CHARGES.**

***IT IS THE PATIENT'S RESPONSIBILITY TO NOTIFY US OF ANY CHANGES OR UPDATES IN THE CONTACT INFORMATION.**

Print Name

Signature

Date