Medical Appointment Consultation Fee Policy and Cancellation/No Show Policy-effective 8/24/26

Thank you for choosing Dr. Mune Gowda M.D. & Associates for your medical care. When you schedule an appointment with our office, we set aside enough time to provide you with the highest quality care. Should you need to cancel or reschedule an appointment please contact the office as soon as possible, **and no later than 24 hours prior to your scheduled appointment**.

New patient consultation fee-Dr. Mune Gowda: $150 RN's/Aesthetician: $40

These new patient consultation fees are non-refundable unless the appointment is cancelled with **at least 24 hours notice**. The cancellation must be done via a call to our office during normal business hours 9:00 am to 5:00 pm, Monday through Friday. We will not accept voicemail cancellation requests. If the new patient has not contacted our office with **at least 24 hours notice** then a $50 cancellation fee will be charged for Dr. Gowda and a $40 cancellation fee with be charged for RN/Aesthetician. In order to reschedule a new patient consultation, the cancellation fee must be paid prior to rescheduling the appointment.

- **Any established patient** with an in-office treatment appointment with Dr. Gowda or an RN(Minor, Laser, Injectable/Botox/Filler, Skinpen, Microneedling) who fails to show or cancels/reschedules an appointment and has not contacted our office with **at least 24 hours notice** will be considered a No Show and charged a **$50.00 fee.**

- **Any established patient** with a consultation, post op, follow appointment with Dr. Gowda or an RN or treatment with Aesthetician who fails to show or cancels/reschedules an appointment and has not contacted our office with **at least 24 hours notice** will be considered a No Show and allowed one verbal warning without being charged a fee. Subsequent failures to cancel/reschedule with at least 24 hours notice will be charged **a $50.00 fee**.

- The cancellation fee is **due prior to scheduling the patient's next office visit**.

- We accept payment via cash (in office only) debit card, credit card (3% surcharge added), HSA card, Care Credit, and Cherry. **No checks will be accepted for cancellation fees.**

We understand there may be times when unforeseen emergency occurs and you may not be able to keep your scheduled appointment. If you should experience extenuating circumstances please contact our office, we may be able to waive the No Show fee. You can contact our office at the numbers below.

Novi location 248-305-8400 **Troy location 248-530-0000**

I have read, understand, and agree to the policies above.

_____ _____

Signature (parent/legal guardian) Relationship to patient

_____ _____

Printed Name Date