



MISSED VISIT LETTER

You have missed your scheduled appointment with one of our physicians. Please take a moment to review our missed appointment policy.

We understand that unforeseen situations arise that may prevent you from keeping your appointment. It is very important that we receive at least a 48 hour notice prior to your missed appointment. When cancellations are made with less than 24 hours or not at all, we are unable to offer that time to another patient who may be on a waiting list.

Patients that repeatedly cancel/reschedule appointments with less than 48 hours' notice will be subject to dismissal from the practice. Patients who do not show up for their appointment without notification are considered a No Show. Patients who No Show (3) times in a 12-month period will be discharged from the practice and unable to schedule any future appointments.

Please call our office as soon as you can if you need to reschedule any appointments. We are available Monday through Friday 8 AM to 4 PM @ 816-941-0800 option 2.

Thank you for your attention to this matter.

Colorectal Surgical Associates