



Medical Associates of the Hudson Valley, P.C.

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Kingston, N.Y. 12401
(845) 338-7140

29 Fox Street
Suite 200
Poughkeepsie, NY 12601

Cancellation and No Show Policy

This policy has been established to help us serve you better.

We understand situations arise in which you must cancel your appointment. It is therefore requested if you must cancel or reschedule your appointment, you provide more than 24 hours notice. This will enable another person who is waiting for an appointment to be scheduled in that appointment slot. With cancellations/reschedules made less than 24 hours notice, we are unable to offer that appointment to other patients. **Office appointments which are cancelled/rescheduled with less than 24 hour's notification will be subject to a \$50.00 cancellation fee.**

Patients who do not show up for their appointment without a call to cancel/reschedule the office appointment will be considered as a **NO SHOW**. Patients who No Show two (2) or more times in a twelve (12) month period, may be dismissed from the practice thus being denied any future appointments. **Additionally, patients will be subject to a \$50.00 fee for an office appointment No Show.**

The cancellation/reschedule and no show fees are the sole responsibility of the patient and must be paid in full before the patient's next appointment.

We understand special unavoidable circumstances may cause you to cancel within 24 hours. Fees in this instance may be waived, but only with approval by administration. MAHV believes a good physician/patient relationship is based upon understanding and communication. If you have questions about cancellation/reschedule and no show fees please call our office at (845) 338-7140 to speak with one of our Patient Service Representatives.

Thank you,

Gina Browne
Practice Administrator