

Affiliated Dermatologists, Inc.
Edward A Searle, M.D. Jill S. Mines, M.D.
3901 Las Posas Rd Ste 108 Camarillo Ca, 93010
(P) 805-484-3331 (F) 805-987-2118

Cancellation Policy/No-Show Policy for Doctors Appointments and Surgery

1. Cancellation Policy/No-Show Policy for Doctors Appointments

We understand there may be times when an emergency or unforeseen circumstance arise, and you may not be able to keep your scheduled appointment. If you should experience such circumstances, please contact our office at 805-484-3331. If it is after regular business hours, or on a weekend, you may leave a message. ***If an appointment is not cancelled at least 24 hours in advance you will be charged a fifty dollar (\$50) fee; this will not be covered by your insurance company.***

2. Cancellation/No-Show Policy for Surgeries/Procedures

Due to a large block of time needed for surgeries and certain procedures, last minute cancellations cause considerable disruption in the schedule. ***If a surgery or procedure requiring extended time is not cancelled 48 hours in advance you will be charged a seventy-five dollar (\$75) fee; this will not be covered by your insurance company.***

3. Account Balances

We will require that all patients with balances on their account pay off such balances prior to receiving further services in our practice. Patients who have questions about their bill(s) or would like to discuss a payment plan may call and ask to speak to our biller or office manager. Patients with balances over \$100 must make payment arrangements prior to making a future appointment.

I have read and understand the above policies and agree to their terms.

Print Name

Date of Birth

Signature (Patient/Legal Guardian)

Date

Effective January 2018