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Suite 213
Pittsburgh, PA 15243

Caste Village Office
5301 Grove Road
Pittsburgh, PA 15236

Please Carefully Read Our "NO-SHOW" Policy

We schedule our appointments so that each patient receives the right amount of time to be seen by our physicians and staff. That is why it is important that you keep your scheduled appointment with us and arrive on time. Please note that if you are **more than 20 minutes late, or do not have a physical copy of your photo ID and insurance card and/or copay you may be asked to reschedule.**

As a courtesy, and to help our patients remember their scheduled appointments, Advanced Women's Care sends a text message and an email reminder 3 days in advance and a phone call 1 day in advance of the appointment.

If your schedule changes and you cannot keep your appointment, please contact us so we can reschedule you, and accommodate those patients who are waiting for an appointment. As a courtesy to our office as well as to those patients who are waiting to schedule with the physician, please give us at least 24 hours notice.

If you do not cancel or reschedule your appointment with at least a 24 hour notice, we will assess a \$50.00 "No-Show" service charge to your account. This "No-Show charge" is not reimbursable by your insurance company. You will be billed directly for it.

After 5 No-Shows to your appointment, our practice may decide to terminate its relationship with you.

I understand the "No-Show" policy of Advanced Women's Care and agree that I may be charged \$50 for any No-Show of a scheduled appointment. I understand that I must cancel or reschedule any appointment at least 24 hours in advance to avoid a potential No-Show charge. I understand I must have a photo ID and a physical copy of my insurance card(s) at the time of checking in.

Thank you,
Advanced Women's Care of Pittsburgh

Patient Name: _____

Patient signature: _____

Date: _____