

Longs Peak Family Practice  
Missed Appointment Policy

Thank you for trusting your medical care to Longs Peak Family Practice. Once an appointment has been scheduled for you, that time is reserved specifically to provide you with medical care. If you need to cancel or reschedule your appointment, please contact our office no later than 24 hours prior to your appointment. By doing so, we can offer this appointment time to other patients who need medical care. You may reach us during normal business hours or leave an after-hours message for our staff by calling our main number at 303-772-5578. Messages left after-hours will be received by our staff the following business day. Failure to provide 24-hour cancellation will result in the following charges. Please see our missed appointment policy below:

Missed Appointment Policy

Appointments missed without 24-hour notice will result in the following charges to the patient’s account. Missed appointment charges are the responsibility of the patient and will not be billed to health insurance.

- 15-minute appointment = \$155
- 30-minute appointment = \$218
- 45-minute appointment = \$281

We understand there may be times when an unforeseen emergency occurs that prevent you from keeping your scheduled appointment. If you should experience extenuating circumstances, please call our office and speak with our billing department. Please know that missed appointments may result in termination from our practice.

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Patient/Guardian Signature

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Patient Name (please print)

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Patient Date of Birth