



Martin Shill, MD

Gastroenterology

Phone# (702)901-0673 Fax# (702) 405-9035



Patient Name: _____ DOB: _____ Today's Date: _____

Procedure Date/Time: _____ Procedure Location: _____

APPOINTMENT CANCELLATION

When you book your appointment, you are holding a space on our calendar that is no longer available to our other patients. In order to be respectful of your fellow patients, please call Dr. Martin Shill's office or the surgery center you are scheduled with as soon as you know you will not be able to make your appointment.

If cancellation is necessary, we require that you call at least 48 hours in advance. Appointments are in high demand, and your advanced notice will allow another patient access to that appointment time.

Please understand that if you do not give **48 hours** notice you will incur a **\$250.00 no show fee**.

HOW TO CANCEL YOUR APPOINTMENT

If you need to cancel your appointment, please call us at 702-901-0673 between the hours of 8 am and 5pm. If necessary, you may leave a detailed voicemail message. You may also call the surgery center where you are scheduled:

Specialty Surgery Center: (702) 933-3999

Mountain View/Summerlin: Call Office

LATE CANCELLATIONS/NO-SHOWS

A cancellation is considered late when the appointment is cancelled less than 48 hours before the appointed time. A no-show is when a patient misses an appointment without cancelling. In either case, we will charge the patient a \$250.00 missed appointment fee.

HOW TO RESCHEDULE YOUR APPOINTMENT

If you need to reschedule your appointment, please call us 48hrs prior to your appointment at 702-901-0673 between the hours of 7 am and 5pm. If necessary, you may leave a detailed voicemail message and we will return your call.

I, _____ (Full Name) acknowledge that I have read and understand the above policies and understand that I will be charged a \$250.00 cancellation or no show fee for my procedure if I do not cancel within 48 hours. I also understand that I will not be charged if these guidelines are met.

Patient Signature