



# EAR NOSE & THROAT SPECIALTIES P.C.

5055 A ST STE 300 LINCOLN, NE 68510

PHONE (402) 488-5600

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At ENT Specialties P.C. we are committed to providing the best care possible for each of our patients. We schedule our appointments so that each patient receives the right amount of time to be seen by our providers and staff. To ensure that we can serve you and others in a timely manner, please review our No-Show and Cancellation Policy below.

Please be courteous and call our office promptly if you are unable to attend an appointment. This time will be reallocated to someone who is in urgent need of treatment. Available appointments are in high demand, and your early cancellation will give another person the opportunity to have access to timely care.

## **Cancellation and No-Show Policy**

### 1. Clinic Appointments:

- Cancellations must be made at least 24 hours before your scheduled appointment.
- If you fail to cancel within this time frame or do not attend your appointment, a \$50 no-show fee will be charged to your account.

### 2. Surgical Appointments:

- Cancellations must be made at least 5 business days prior to your scheduled surgery.
- A \$300 surgical no-show fee will be charged if you miss your surgery or cancel after this time. In the event of an actual emergency and prior notice cannot be given, consideration will be given, and a one-time exception may be granted.

## **How to Cancel or Reschedule:**

- You can cancel or reschedule your appointment by calling our office at 402-488-5600.

We understand that unexpected events may arise, and we appreciate your cooperation in notifying us as soon as possible if you need to change your appointment. This helps us provide prompt and effective care for all our patients.

Thank you for your understanding and support in maintaining smooth and efficient practice.