

**Duke Neurology of Raleigh**  
**No-Show and Short Notice Cancellation Policy**

No-Show and less than 24 hour advance notice cancellations for all MD and testing appointments are a major inconvenience to our office and to other patients. We would like to be able to see patients as quickly as they would like and need to be seen. As such, Duke Neurology of Raleigh adheres to the following policy:

1. First No-Show or short notice cancellation within a 12 month period will result in a friendly reminder of the clinic's policy.
2. Second No-Show or short notice cancellation within a 12-month period will result in a \$50 fee and a review of the clinic's policy.
3. Third No Show or short notice cancellation within a 12-month period will result in discharge from the practice.

**Duke Neurology of Raleigh**  
**Late Policy**

Our clinic strives to see our patients' on-time for all appointments. We ask that all patients arrive at least 30 minutes prior to their appointment; to avoid delays in our patients being seen. **If you are 20 minutes late for your appointment, you will likely be asked to reschedule.**

Patient Signature: \_\_\_\_\_ Date: \_\_\_\_\_