

HOLISTIC GYNECOLOGY
JUAQUITA D. CALLAWAY, MD

2785 Lawrenceville Hwy
Suite 107
Decatur, GA 30033
678-205-0405
678-205-0416 Fax

Telephone Policy

It is the policy of this office to stay in close contact with our patients regarding their healthcare issues. However, it is not always possible to handle certain matters via the telephone, and some matters will require an office visit.

Please be advised that effective immediately, any phone calls regarding test results, or other health related matters that exceed five (5) minutes in length will be charged \$40.00. The cost of an office visit. If telephone consultations are not covered under your health insurance plan, you will be held responsible for that charge.

It is our desire to be fair with all that seek care from this practice therefore, it has become necessary to put such a policy in place.

NO CALL NO SHOW POLICY
NO LATER THAN 3:00PM DAY PRIOR TO VISIT.

I have been informed either by telephone or in person that if I fail to call and cancel a scheduled appointment , I will be assessed a \$50.00 charge.

I am fully aware that I will be called the day before to receive confirmation of an upcoming appointment, and may reschedule and/or cancel if needed at that time. Failure to follow the cancellation policy will result in my receiving a bill for that missed appointment.

Patient's Signature _____ Date_____