



Chen's Acupuncture & Chinese Medicine Clinic, P.S.

Peishan Chen

L.Ac.

13400 Northup Way #28, Bellevue, WA 98005

Phone: (425) 644-2056

1801 NW Market St. Suite 411, Seattle, WA 98107

Fax: (425) 641-7081

Late Arrival and Cancellation Policy

Dear Patient:

If you arrive late for your appointment, every patient who comes after you will have to wait for their treatment. Likewise, if you cancel your appointment with fewer than 24 hours notice, I am usually unable to use your timeslot for another patient.

Please understand that this is a problem. Therefore, if you are more than 15 minutes late, I can not perform your treatment. Further, if you are more than 15 minutes late or if you cancel with fewer than 24 hours notice, I will have to charge you for the appointment in full.

Thank you for your understanding.

Patient Signature _____ Date _____