



Manchester Pediatric Associates LLC
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No Show/Late Policy

We value your time and appreciate your commitment to maintaining your health with us. To ensure efficient and effective healthcare services, we have established the following policy regarding no-shows and late arrivals:

1. Cancellation/Rescheduling Policy:

- If you need to cancel or reschedule an appointment, please provide at least 24 hours' notice.
- Cancellations or rescheduling with less than 24 hours' notice will be considered a no-show.

2. No-Show Consequences:

- There will be a \$50.00 fee for every no-show appointment.
- After two consecutive no-shows, you will receive a warning letter notifying you of the missed appointments.
- On the third no-show, you may be dismissed from our practice.

3. Late Arrival Policy:

- For all appointments, if you arrive 10 minutes or more after the scheduled time, you will be considered late, and it will be marked as a no-show.

4. Late Arrival for Children Under 6 Months:

- For children under 6 months old, we understand that unexpected delays may occur. We will make every effort to work them into the schedule if they are late. The appointment will still be marked as a no-show.

5. Late Arrival for Children 6 Months and Older:

- For children 6 months and older, if they are late for an appointment, it will be considered a no-show, and the appointment will need to be rescheduled.

6. Late Arrival for Same Day Sick Appointments:

- For same-day sick appointments, if you arrive 10 minutes or more late, we will try to accommodate you, but there is no guarantee that you will be seen, and the appointment will be marked as a no-show.

Please be mindful of the impact that no-shows and late arrivals can have on our scheduling and the ability to provide timely care to all patients. We appreciate your understanding and cooperation in adhering to this policy.

If you have any questions or concerns regarding this policy, feel free to contact our office.

Thank you for choosing MPA for your healthcare needs.