



AFFILIATED TROY DERMATOLOGISTS

4600 Investment Drive Suite 150/260, Troy, MI 48098
P: 248-267-5020 F: 248-267-5021

Traci L. Kimbrough, M.D. • Snehal R. Desai, M.D. • Megan Jajou, PA-C • Kayla Mayer, PA-C • Holly VanDerWerff, PA-C

Cancellation & No-Show Policy

At Affiliated Troy Dermatologists, we understand circumstances can change, and we kindly ask for patients to notify us at least 24 hours in advance if they need to cancel or reschedule an appointment. This allows us to manage our schedule effectively and offer the time slot to another patient in need.

1. Cancellation Notice:

Patients must notify us of cancellations or appointment changes at least 24 hours in advance to avoid a fee.

2. Late Cancellations:

Cancellations or rescheduling requests made within 24 hours of the appointment time will incur a \$50 fee for Standard Medical Office Visits and a \$100 fee for Surgical/Procedural appointments. This fee MUST be paid before rescheduling.

3. No-shows:

Failing to show up for your scheduled appointment without prior notification will result in a \$50 fee for Standard Medical Office Visits and a \$100 fee for Surgical/Procedural appointments that must be paid before rescheduling.

4. Exceptions:

Please note we understand unavoidable emergencies and consider exceptions on a case-by-case basis at the discretion of the provider.

5. Refunds:

Cancellation/No show fees are non-refundable and not covered by insurance.

6. Contacting Us:

To cancel/reschedule or make any changes to an appointment, please reach out to us at 248-267-5020 and press 0.

**By booking an appointment, you acknowledge and agree to our cancellation policy. This policy allows us to manage our schedule and provide the best care to all of our patients. We appreciate your understanding and cooperation.*

Thank you for choosing Affiliated Troy Dermatologists.