



JOYCE R. MILLER, MD · KAREN V. SEETAL KIHEI, APRN

MEDICAL TEST RESULTS POLICY

We appreciate your confidence in us, and we strive to make every effort to inform you of your test results in a timely manner. Our practice is to advise you of any results (blood work, imaging studies, diagnostic procedures, etc.) within two weeks of the test being done. If you do not hear from us within two weeks of your test being, please contact us. In some rare instances, the test may not be processed or the results may be misdirected or misplaced. That is why it is important for you to call our office if you have not received your test results within two weeks of the test being done. It is your responsibility to inform us if you have not received your results.

24-HOUR CANCELLATION & NO-SHOW FEE POLICY

Each time a patient misses an appointment without providing proper notice, another patient is prevented from receiving care. Therefore, My Gyn Care reserves the right to charge a fee of \$75.00 for all missed or no-show appointments or appointments not canceled with 24 hours advanced notice.

No-Show fees will be billed to the patient. This fee is not covered by insurance and must be paid prior to your next appointment. Multiple no-show appointments in any 12-month period may result in termination from our practice.

Thank you for your understanding and cooperation as we strive to best serve the needs of all of our patients.

By signing below, you acknowledge that you have received this notice and understand BOTH policies.

Print Name: _____ DOB: _____

Signature: _____ Date: _____