

## **Relevium Cancellation Policy**

At Relevium, we value your time and strive to provide the highest quality of care. To ensure that we can continue to serve all of our patients effectively, we have implemented the following cancellation and rescheduling policy:

## **Cancellation and Rescheduling Fees**

A **\$50 fee** will be charged under the following circumstances:

- **Same-Day Cancellations**: Cancellations made on the day of the scheduled appointment.
- **Same-Day Rescheduling**: Rescheduling requests made on the same day as the appointment.
- **No-Show**: If a patient fails to attend their scheduled appointment without prior notification.

## No Fees

There will be **no cancellation or rescheduling fees** under the following circumstances:

- **24-Hour Notice**: If a patient notifies Relevium at least 24 hours before the scheduled appointment, there will be no fee.
- **Medical or Family Emergencies**: If the cancellation, rescheduling, or no-show is due to a medical or family emergency, no fee will be charged. We kindly ask that you notify us as soon as possible in these situations.

## How to Notify Us

- **Phone**: Call us at 973-200-4695 during business hours to cancel or reschedule.
- **Email**: Send an email to <u>care@releviummd.com</u> with your cancellation or rescheduling request.

We appreciate your understanding and cooperation. By adhering to this policy, you help ensure that we can continue to provide quality care to all our patients.