



David A. Gentile, DO, ABAARM, ABIHM
Board Certified Diplomate Physician

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OFFICE POLICIES

In an effort to maintain our superior level of care,
we would like to share our office policies with you:

We kindly ask that you turn your cell phone off while you are here.

NO SHOW/CANCELLATION POLICY: We require 24 hours cancellation notice prior to your scheduled appointment. Failure to notify us will result in a **\$50.00 “no show” fee** and must be paid before your next scheduled appointment. Please understand this is to discourage lost time for Dr. Gentile and other patients who need appointments.

MEDICATION POLICY: ALL CONTROLLED SUBSTANCES REQUIRE AN OFFICE VISIT-NO EXCEPTIONS. YOU MUST SEE THE DR. All prescriptions are done electronically. Please check your medication before each appointment so you do not run short and you know what you need. Unless it is an extreme emergency, all requests must be made during normal business hours, no prescriptions will be filled when the office is closed.

CONTROLLED SUBSTANCE: If you are on a controlled substance, you must make an appointment to see Dr. Gentile on a monthly basis prior to running out of your prescription. **No prescriptions for controlled medications will be mailed, no exceptions!**

COINSURANCE AND SELF PAY PATIENTS: All payments must be paid at the time of your visit. If you have no insurance and are paying out of pocket, that payment is also due at the time of visit. For your convenience we do take checks, credit and debit cards.

IF YOU ARE LATE: Out of courtesy to other patients, as well as Dr. Gentile, if you are more than 15 minutes late, you will need to reschedule and the “no show” fee will apply.

CHANGES: Please notify us immediately of any changes of address, phone and insurance information, including any changes to your worker's compensation or no-fault status.

I have read and understand the above,

Patient/Patient Guardian

Date