

The Center for Medicine and Healing Arts, LLC

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Karyn M. Shanks, MD, FACP, Founder and Director

Lisa C. Scranton, MS, RDN, LD, Functional Nutritionist

Cancellation Policy for Nutrition Consultations

Dear Client:

We understand that you may occasionally need to change or cancel an appointment due to unexpected circumstances. We will be happy to work with you to make this change. However, please understand that we spend a substantial amount of time preparing for your initial visit, and that a block of time is reserved just for you. If you cannot keep the appointment, other people on the waiting list could use this block of time. Some people are traveling long distances to get here and need time to plan their trips in advance. Therefore, in order to be as fair as possible to everyone, we ask that you follow these guidelines for cancellations/changes of your nutritional consultation (if you need to change your appointment with Dr. Shanks, please review the guidelines on her forms [here](#)):

Cancellations/changes for Nutritional Consultation:

- 48 hours for an initial visit
- 24 hours for a follow-up visit

You will be responsible for the entire fee if notice is not provided within the stated time and we reserve the right to charge your credit card on file the full amount of the visit if our cancellation guidelines are not met.

We would be most grateful for the earliest possible notice of changes that you need to make. We appreciate your understanding.

I agree to the terms of this cancellation policy and understand that I may be charged the full amount of the missed visit if the guidelines are not met.

Name: _____

Address: _____

Credit card number: _____ Expiration: _____

Security code _____

Today's Date: _____