



Effective March 1, 2014  
The following charges will be implemented:

**Forms: \$25**

- Disability (Initial & extensions)
- DMV Disable Parking
- Jury Duty
- Medical Leave (For Family&/or Employee Form)
- Life &/or Health Insurance
- Any other form or letter

**LEGAL RELATED FORMS \$50**

***Prescription Refills***

Coast Medical Center does ask that you contact our office by phone, or by email to request refills. We do not accept phone calls or faxes initiated by the *pharmacy*. We take all measures to ensure exceptional quality healthcare. Due to these extra steps we ask that you allow a 72 hour turnaround time for prescription refills.

**Cancellation Policy**

In consideration of our sick patients and our staff, it is important that a **24 hour** notice is given for canceling your scheduled appointment. If a cancellation is made less than 24 hours, or you miss your appointment without any notification you will receive a \$50 Cancellation / No Show fee. If you have an emergency and are unable to notify the office prior to 24 hours please speak to Coast Medical Center staff.

**Copays**

Copays are due at the time services are rendered, a \$5 fee will be added to a copay not made at the time of your appointment. If you have a special circumstance which prohibits you from making your payment please discuss this with staff. We are understanding and encourage communication.

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