

No Shows Tracker

Workbook Reference: [Section 1.3](#)

No shows (failure to keep an appointment [FTKA]): At the end of each day, count the number of booked appointment slots that were not used and for which the patient did not call to cancel.

DATE RANGE: From: _____

To: _____

Record your no shows by day of the week here: You may also be able to use your EMR to pull this information

Week	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Total
1						
2						
3						
4						
5						
6						
7						
8						
Daily Average						

Adapted from the [Advanced Access and Efficiency Workbook for Primary Care](#) created by Health Quality Ontario (July 2011) and the *Office Practice Redesign in Primary Health Care: Advanced Access and Office Efficiency Workbook* created by British Columbia's General Practice Services Committee Practice Support Program.