

Failed Dental Appointment Policy

Failed dental appointments waste valuable time and deprive you and others of treatment.

Failed appointments are defined as those for which a patient does not appear or the patient shows up more than 10 minutes late (unless the office is notified of a late arrival time).

If you are unable to keep your appointment, it is the policy of the office that you call to cancel and/or reschedule your appointment **24 hours prior to each scheduled appointment time**. Reminder calls for appointments are a courtesy only. Patients/parents are responsible for remembering their scheduled appointments. Example: for double appointments we need 2day notice, for a family of 5 we need 1 week notice.

We understand that emergencies can happen and may be out of your control. Therefore, your emergency or situation will be reviewed on a case by case basis. You are still required to contact the office of the event you are unable to keep your appointment.

As a courtesy the office will allow one Failed Appointment per family. In the event you do not call to cancel/reschedule your appointment 24hours prior to your appointment time it will be considered a **Failed Appointment**. You will be charged \$50.00 per missed appointment. That must be paid before the office can re-appoint.

*Patients that have DSHS we can not charge a failed appointment fee. In this case we are unable to re-appoint you.

Your signature below acknowledges that you have read and understand the above policy.

Signature of patient or guardian

Date