

Broken Appointment Policy

We are committed to the highest quality of care for all our patients; therefore, we schedule all appointments in advance and make every attempt to confirm them two days in advance. When we schedule your dental visit, that time belongs to you and you deserve our undivided attention.

We value our relationship with you and want to be fair. However, if you are unable to keep an appointment the following will apply.

- ***We require a 2-business day notice if you need to cancel or reschedule.***
- ***\$50.00 broken appointment fee per patient without prior notification***

If you exceed **two (2)** broken appointments **within a 6-month period**, we will require a **\$50.00 deposit** to hold your appointment time or **50% of your required co-pay** for scheduled Doctor appointment.

(If you keep the appointment the deposit will be applied to your appointment and /or refunded if insurance covers it. If the appointment is broken, you forfeit the deposit)

Signature: _____ Date: _____

Because our staff is dedicated personally and professionally, to give you the concern, respect and care that makes our office a comfortable place to visit. We ask you to please call within the 48-hour time frame if you cannot keep your reserved appointed time.