

CANCELLATION AND MISSED APPOINTMENT POLICY

We understand that situations arise in which a patient must cancel their appointment. It is therefore requested that if you must cancel your appointment, please provide at least a 24 hour notice. This will enable us to offer the appointment to another patient.

OFFICE APPOINTMENTS

Office appointments that are missed or canceled with less than a 24 hour notice will be subject to a \$35.00 fee.

IMPLANT PLACEMENT/SURGERY APPOINTMENTS AND 3RD MOLAR SURGERY APPOINTMENTS

If you must cancel an implant placement surgery or wisdom teeth extraction surgery, we require you to notify us at least 2 business days prior to your appointment.

Cancellations without proper notice or a missed surgical appointment will be subject to a \$100 fee.

NEW PATIENTS

New patients that miss their first appointment or do not cancel with a 24 hour notice will not be permitted to reschedule with our office and will be subject to a \$35.00 fee.

If a patient misses or fails three (3) appointments, we will be forced to reevaluate our relationship and the patient and their family will be dismissed from the practice.

Our practice firmly believes that a good dentist/patient relationship is based upon understanding and good communication. We understand that special unavoidable circumstances may occur and may not allow you to cancel appointments within a timely manner, fees in this instance may be waived but only with management approval.

Questions about cancellations and missed appointment fees should be directed to the Office Manager by calling 717-264-2011.

Please sign that you have read, understand, and agree to this Cancellation and Missed Appointment Policy.

Patient's Name (Please print)

Date of Birth

Date

Signature of Patient or Patient Representative

Date
