

## BROKEN APPOINTMENT POLICY

We schedule your time with us just for you and we try faithfully to respect your valuable time by seating you promptly, unless emergency patients have delayed us.

We emphasize the importance of keeping scheduled appointments by sending a postcard for hygiene appointments, appointment reminder cards, and a courtesy telephone call 1-2 days prior to your appointment.

When you do not keep your scheduled appointment, three people lose:

1. You, the patient, do not receive the treatment you need.
2. The patient who needs treatment immediately and cannot be seen due to a full schedule, loses because we are scheduled with your appointment.
3. We lose because we cannot fill your appointment with anyone else.

Therefore, scheduled appointments that are broken less than 48 hours are subject to a \$35 - \$50 per hour charge.

I have read and I understand this Broken Appointment Policy.

\_\_\_\_\_

Patient

\_\_\_\_\_

Date

\_\_\_\_\_

Parent/Guardian (if patient is a minor)