

### CANCELLATION POLICY

It is our mission at Go Dental Hygiene Practice of Esther Reyes to give each one of our patients the attention and care they need as an individual. We provide an allotted time and do our best to stay within that time frame as a consideration of your schedule.

When patients are late or do not show up for appointments it causes an inconvenience for other patients, staff and scheduling. We do understand that situations can occur but we have found recently that patients have asked for appointment times and they were not available for them. When a time is scheduled and the patient does not show up without any communication or at the last minute cancels their appointment, it is difficult to call another patient who wanted that appointment time at the last minute. We are sure you understand this.

For this reason we are implementing a cancellation/no show policy of \$50 per hour missed. We know that the majority of our patients do not have this situation and are respectful of other patients being able to keep their appointments and it will only affect the few who do so. Remember we are only a phone call away and appreciate you letting us know in advance.

Basic Policy:

**We require a 48 hour notice if you are unable to attend your appointment.**

In addition, if you arrive late for an appointment, at times, it may be necessary to reschedule your appointment, if so you may be charged as well.

We appreciate your effort in this matter and look forward to a long and happy dental relationship with you. We are always willing to receive any communication from you on how we can better serve you and your family.

We look forward to seeing you for your next dental appointment!

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Patient Name (Please Print)

\_\_\_\_\_  
Signature of patient, parent, or guardian:

\_\_\_\_\_  
Date: