**Our Appointment Policy**

Our office is dedicated to providing all our patients with the most comfortable dental care. We know that efficient scheduling is an important part of the dental office experience. We appreciate your respect for our daily schedule which allows our

Dentist to be on time for your dental treatment. ***We will always respect your time.***

To enable us to provide efficient /timely dental care, we ask for your cooperation with the following:

**1. On time arrival**

 Please arrive at your appointment date/ time.

2**. Late Arrival**

If you arrive late for your appointment, we reserve the right to reschedule your appointment.

Late arrivals will cause a delay in seeing patients who are on time.

If you find you are running late, we recommend you call our office to determine if

We can hold your appointment.

3. **Rescheduling**

We require a **24 hour notice** for rescheduling any appointment. You must

Contact our office to do so.

We maintain a list of emergency patients waiting for treatment. If you must

Reschedule, we will appoint one of these patients in your time slot.

4**. Broken Appointments**

If you do not notify our office appropriately we will charge a cancelation fee of $25.00/hr. that will be added to your account.

**THANK YOU FOR UNDERSTANDING!!!**