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OFFICE POLICY

No show and Cancellation

As we continue to provide high quality yet affordable dentistry, it is important for our patients to understand that appointments are reserved for you in advance. Please make every effort to keep your appointments. **You must notify us within 48 hours if you need to reschedule or cancel your appointment to avoid a \$50 charge.**

Please understand that if there is a valid emergency, we will make every effort to accommodate you.

Patients With Dental Insurance

It is *your* responsibility to know your dental plan and let us know of any changes at each appointment. We will continue to try to help you understand your policy but please be aware ***there are thousands of different policies and we do not know all of the limitations for all the plans out there.*** If for any reason your insurance company does not pay for a procedure, the balance is your responsibility to pay in full upon receipt of the statement.

By signing this, I have read and understand the above policy.

Signed: _____ Date: _____

(Patient or Responsible Party)