

Key Family

Dental Center PLLC

APPOINTMENTS/ CANCELLATIONS POLICY

When you schedule your appointment, we are reserving room/time for your particular needs. We recognize that in today's busy world, adhering to a schedule is important to maximize time and meet the demands of daily life. We ask that if you must change an appointment, please give us at least 48 hour notice. This courtesy makes it possible to give your reserved room/time to another patient who needs it.

A "missed" appointment (no show) is someone who misses an appointment without cancelling/ rescheduling in advance. A cancellation is a change made to a scheduled appointment and is canceled/ rescheduled without a 24-hour advance notice (late cancelation). Missed appointments, late cancellations and late arrivals are disruptive to our schedules.

PLEASE NOTE THAT REPEATED (2 MISSED/CANCELED APPOINTMENTS WITHIN A 12 MONTH PERIOD) CANCELLATIONS OR MISSED APPOINTMENTS WILL RESULT IN LOSS OF FUTURE APPOINTMENT PRIVILEGES.

I have read the Appointments & Cancellations Policy. I understand and agree to this policy and I agree to sign the acknowledgement form.