

Franklin Avenue Dental Care

Office Appointment Policy Agreement

At Franklin Avenue Dental Care, we offer convenient hours for your dental care including morning, lunchtime and evening appointment times. Well-planned appointments usually mean fewer visits resulting in less time away from work, school or home.

When we make your appointment, please understand that we are reserving a room especially for your particular needs. With your best interests in mind we will work to schedule appointments that are best suited to the treatment involved, together with your work or school schedule.

We ask that if you **must** change an appointment, please give us **at least 24 hours notice**. This courtesy makes it possible to give your reserved room to another patient who would like it. A fee of \$50.00 per hour of missed appointment time will be charged to the patient for any appointment that is broken or cancelled without a minimum of 24 hours notice.

Repeated cancellations or missed appointments will result in loss of future appointment privileges.

We feel that our patient's time is valuable. When your appointment is made, a room is reserved, your records are prepared, and special instruments are readied for your visit. Except for emergency treatment for another patient, you can expect us to be prompt. We, of course, appreciate the same courtesy from you. Your cooperation in our appointment policy is appreciated by all.

Patient Signature _____