



Missed/Cancelled Appointment Policy- Clifton Dental Care

- 1) As a courtesy to you, we will make every effort to confirm your reserved appointment. But, please do not consider it our responsibility to do so. If our attempts are unsuccessful, it is still your responsibility to keep your reserved appointment or contact us 24 hours in advance to change or cancel the reserved time.

- 2) All patients who fail to arrive for their reserved appointments or who cancel without 24 hours advance notice will be charged a missed appointment fee. Please note that this missed appointment fee is NOT covered by any insurance plans and is your responsibility to pay. Fee shall be waived only for unforeseen circumstances at Dr. Lowe's discretion.

- 3) Any appointment that is missed is considered time that another patient could have used for their appointment. In an effort to maximize our availability to our patient base it is important that patients are respectful of the time set aside for an appointment.

- 4) If missed appointments become repeated, any future appointments will require a credit card number to be kept on file and used immediately for a missed appointment fee.

I, _____, have read and reviewed the missed and cancelled appointment policy and understand the policy as it is described above.

Signature: _____ Date: _____

Comprehensive Family Dental Care...for Life!