

No-Show/Cancellation Policy:

Purpose: The Doctors and Staff of the Pediatric Dental Group respect your time and we ask the same courtesy in return. Missed appointments and/or checking in late for your appointment affect our ability to provide timely attention to our patients. When a patient does not show up for their appointment, another patient loses the opportunity to be seen. If you are unable to make your scheduled appointment time, we respectfully ask that you notify our office at least **24 hours in advance**.

Missed appointments will be documented in your chart.

- **2** documented cancellations **without 24 hours' notice** or a no-show to an appointment are grounds for immediate dismissal from all Pediatric Dental Group clinics.
- Any unspecified patterns including, but not limited to: continually showing up late for appointments, continually cancelling appointments (even if giving 24 hours' notice) will be grounds for immediate dismissal from all Pediatric Dental Group clinics.
- **Not giving a permanent or reliable number to confirm appointments** will also be grounds for dismissal from all Pediatric Dental Group clinics. We must be able to contact you to confirm your child's appointment 24 hours in advance.

I have read the above and understand The Pediatric Dental Group's policy. I will do everything I can to assure that I confirm appointments 24 hours prior to and when I have confirmed an appointment, I will arrive on that specified day and time. **Appointments not confirmed 24 hours in advance are subject to be given to another patient. We cannot guarantee your child will be seen if you present late or without prior confirmation for scheduled appointments.**

Patient name

Parent/Guardian Signature

Date