

Timberline Dental

Appointment/Cancellation/No-Show Policy

Appointments:

Please plan to arrive 5 minutes prior to your scheduled appointment time (15 minutes if it is your first visit). Patients who are late for any appointment may be asked to reschedule at the dentist's discretion.

Cancellations:

If you are unable to keep your appointment, we ask that you cancel at least 24 hours in advance. If this is not possible, please call as soon as you can so that another patient may be given your appointment time.

Missed Appointments (Non-cancelled):

We understand that occasional missed appointments can occur for a variety of reasons. When you miss an appointment without cancelling, someone else who could have been seen in your place is delayed unnecessarily.

We track missed (non-cancelled) appointments. A "No-show/late Cancellation" is defined as missing an appointment without cancelling at least 24 hours before your scheduled appointment time. There may be a charge for a "no-show" appointment. Insurance does not cover these charges, and they are the responsibility of the patient. Failing to show up for more than two appointments may result in your dentist sending a letter discharging you from the practice. At that point, we will offer 30 days of emergency care only and will transfer your records when you find a new dentist.

I have read and understand Timberline Dental's policy on appointments, cancellations, and "no-show"

Signature

Date