



JOSEPH

FAMILY DENTAL

Appointment Policy

Our staff at Joseph Family Dental is committed to providing the highest quality of dental care and services for our patients. Dental procedures require preparation and planning. This includes appropriate staffing, treatment room availability, and material preparation at specific times during our work day. We reserve specific time blocks in an attempt to meet patient schedules and urgency of the dental need. If you have made an appointment with us, that time has been reserved exclusively for you and we have prepared in advance for your visit. Please be advised of the following requirements:

- We require 48 hours notice for cancellation of a scheduled appointment.
- A cancellation fee of \$25.00 will be added for all missed or cancelled appointments with less than 24 hours notice. Appointments longer than 60 minutes will result in a higher fee.
- If there are three missed or cancelled appointments without 24 hours notice in a year timeframe, we reserve the right to not schedule any further appointments or to require a deposit in order to schedule a future appointment.
- Family Emergencies will be taken into consideration.

Signature of patient (or responsible party)

Date