

Metro Dentalcare

Appointment Cancellation and No-Show Policy

MN Dentalcare is privileged to provide dental treatment to our patients. We will work diligently to maintain a high level of personalized service and will strive to accommodate our patient's needs for office visits in a timely manner. This requires careful planning and coordination among many individuals in our office.

We understand that emergencies arise, just as they do for us. However, when a patient fails an appointment or cancels without adequate notice, we cannot use that time to meet the needs of other patients.

We respectfully request your understanding and agreement to our policy as is it stated below.

Please initial each line and sign on the bottom page Acknowledging and agreeing to our Cancellation/No-Show policy

_____ New Patients

Reminders will be given in advance of your scheduled appointment. It is your responsibility to provide an updated phone number and email. New patients who fail or cancel initial appointments with less than 24 hours notice will not be rescheduled.

_____ Established Patients

If an established patient must cancel, we request that 24 hour notice is provided. After two no-show appointments, established patients will be on a same day scheduling basis only and will not be rescheduled.

For Monday appointments, cancellations must be made by noon on the preceding Thursday due to office hours. This gives adequate notice for us to care for other patient needs.

Patient Printed Name

Today's Date

Patient Signature

Today's Date

Parent/Guardian Signature

Today's Date

