



APPOINTMENT POLICY and AGREEMENT

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Dr. Joey Hall, DDS

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Our goal is to provide quality dental care in a timely manner. In order to do so, we ask that patients to adhere to our confirmation, cancellation and no show policies to better help us provide better care to all our patients. These policies enable us to offer more availability to our patients in need of dental care.

Confirmation Policy:

To be respectful of our patient's needs, it is important for us to know if you are planning on coming for your scheduled appointment. If you are unable to confirm your scheduled appointment, your appointment will be given to someone that is in urgent need of dental treatment. If you still arrive for your appointment and we have availability, we will try and work you into our schedule, but we cannot guarantee that you will be seen that day.

CANCELLATION OF AN APPOINTMENT

In the event that you are unable to make your scheduled appointment time, we ask that you notify us 48 hours before your appointment to cancel or reschedule.

NO SHOW POLICY

A 'no show' is an appointment that was not canceled in advance (minimum of 48 hours in advance). No shows inconvenience other patients who are in need of dental care.

Broken Appointment Policy

A 'Broken appointment' is an appointment that is canceled the same day as the appointment. This prohibits patients that need dental care from being seen in a timely manner.

LATE ARRIVALS

In an effort to serve our patients in a timely manner, we ask that you are on time for your scheduled appointment. In the event that you are running late, please call the office. If you are more than 15 minutes late to your scheduled appointment, you may be asked to reschedule.

Thank you for choosing Katy Family Dentists for your dental needs. We look forward to a long lasting relationship with you.

ACKNOWLEDGEMENT

My signature below indicates that I have read, understood, and agreed to the appointment policy above.

Printed Name of Patient or Responsible Party

Date

Signature of Patient or Responsible Party

Date