

Broken Appointment Policy

Please be advised that we require a minimum of **one** business day notice when canceling an appointment. When we schedule your appointment, we are reserving time for your particular needs.

Scheduling privileges will be lost for patients who break or miss **two appointments** within a three year period regardless of the reason given.

Patients who fail to provide notice and miss or cancel **three appointments** within a three year period will be dismissed from the practice.

Because we are closed Fridays, one business day for a Monday appointment is a Thursday.

We have many different ways that your appointments may be confirmed, including email and texting to your mobile device. Please let us know your preference.

The **Broken Appointment Policy also applies to minors. The parents of the minor will be assessed a broken appointment for that minor for a missed appointment.**

I acknowledge that I have read the above statement and agree to abide by the conditions outlined herein.

Signature of Patient: