



KidZTown Dental
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Appointment Policy

KidZTown Dental is happy that you have chosen to make an appointment with our office. We know that you have other options and are honored that you have chosen us.

We do ask that you try to arrive to your appointment on time, or even slightly early. Our office strives to stay on time with the schedule. If you are late for an appointment, it may possibly cause our office to run behind schedule for the remainder of the day. Out of respect for later scheduled patients, we may not be able to see you or your child for the appointment if you are more than fifteen minutes late.

We know that life is hectic and things come up and we recognize that sometimes you may need to cancel an appointment. Our office does ask that you give us at least 24 hour notice if you must cancel. This gives us a chance to schedule another patient in need of dental care. If you must cancel with less than 24 hour notice, this will be marked in your or your child's chart as a broken appointment.

If you or your child have two broken appointment, then his or her chart will be flagged as do not reschedule (DNR). DNR means that your child will no longer be able to schedule appointments in advance; instead you will need to call our office that morning to see if any open appointments are available for that day. We cannot guarantee that we will have space for multiple children with this form of scheduling. Many offices will dismiss you for a history of broken appointments; however we do not want to prevent you or your child from receiving care in our office. We will always inform you well in advance if you are at risk of becoming DNR.

Patient Name: _____ Parent/guardian name: _____

Signature: _____ Date: _____