

The UAB Dental Group

Missed Appointment Policy

A missed appointment is any appointment for which the patient does not appear or that is cancelled by the patient within 24 hours of the appointment date.

Multiple Missed Appointments

In order to better serve our patients, it is important to fill all open visit spaces each day. Missed appointments do not allow us enough time to call other patients in need of an appointment to fill the space. Therefore, we may not be able to reschedule an appointment for you without doctor approval if you have (3) or more consecutive missed appointments OR if you have (5) or more missed appointments in 6 months. Furthermore, (3) or more consecutive missed appointments may result in a \$20 missed appointment charge.

Surgical Procedures; Implants; Dentures; All Custom Labs

Missed surgical procedures or cancellation of treatment that includes custom lab costs and other fees to prepare for appointed procedures may also be the responsibility of the patient. Fees for custom work are costly and these items are unusable by the practice as they are specific to a patient.

Tardiness Policy

In order to ensure that all of our patients are seen in a timely manner, it is important that patients present to the office on time for their appointments. Patients who are more than 15 minutes late to a scheduled appointment may be subject to rescheduling.

The UAB Dental Group recognizes the occasional need to reschedule or cancel an appointment. In order to better serve all of our patients, the above policies will be subject to doctor discretion by circumstance.

I have read and understand the Cancellation and Tardiness Policy presented to me by The UAB Dental Group.

Name (Print):

Signature:

Date: