

Associated Dental of Ridgeland, PLLC  
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### Patient Policy

Our practice is dedicated to quality care and exceptional service. We respect the importance of your time and work very hard to schedule appointments to accommodate the busy needs of all of our patients. In return, we ask that patients make every effort not to change reserved appointments.

Effective September 1, 2009 we will NO longer schedule an appointment for any patient who misses **2** appointments without calling at least **24** hours in advance to cancel or re-schedule.

On your **1<sup>st</sup>** missed appointment, without **24** hour notice:

*\*\* You will have a written warning noted in your file.*

On your **2<sup>nd</sup>** missed appointment, without **24** hour notice:

*\*\* You will be flagged in our computer system as well as your file.*

*\*\* We will not be able to schedule an advanced appointment again, however, you may call that day to see if we have an opening.*

Your time is valuable and so is ours.  
Thank you very much for this consideration.

Patient Signature: \_\_\_\_\_

Date: \_\_\_\_\_