

APPOINTMENT POLICY

Our office makes every attempt to remain on schedule throughout the day. We value your time and do our best to keep you from waiting. Knoxville Pediatric Dentistry reserves appointments for children according to their needs and level of cooperation. Some may require more time than others. Our goal is for your child to have a happy appointment.

As a courtesy, our office will attempt to contact you for confirmation 1-2 days before your appointment. However, we do ask that patients/parents assume responsibility for their appointment time.

Broken appointments or short term cancellations (within 24 hours) without proper notification can be costly and unfair to other patients who need appointments. Please make sure you schedule appointments on a day and time that is best for you. **Repeated broken appointments and short term cancellations will be subject to dismissal from the practice.** Late arrivals cause schedule delays for those patients who arrive promptly at their appointment time. **Late arrivals will be re-appointed to another day.**

During the school months, late afternoon appointments are in high demand. We try to honor after school requests and ask that you help us by understanding when we need to appoint during school hours. We will gladly provide you with a school excuse for your child.

By signing you acknowledge that you have read and agree to the above.

Parent Signature

Date