



## **Cancellation / No show policy**

In order to provide quality dental care in a timely matter and to be available to patient(s) in need of dental treatment, we are implementing a cancellation policy.

When we schedule your appointment, we are setting a dedicated chair time slot just for you. We understand there are times when you might have to miss/reschedule an appointment due to emergencies or personal reasons. However, when you do not call to cancel or reschedule your appointment, you maybe preventing another patient from getting much needed dental treatment. The situation may arise where another patient fails to cancel and we are unable to schedule you an appointment due to a seemingly full schedule.

- **We require at least a 24-hour business day notice when canceling/ rescheduling your appointment.**
- **Appointments cancelled less than 24 hours will incur a \$60.00 fee to your account.**

If you are unable to keep your scheduled appointment, please notify our office by calling

**770-696-2878**. You may also cancel via email at [help@amadentalcare.com](mailto:help@amadentalcare.com)

**24-hours before your scheduled appointment**, so our staff can work diligently to replace your appointment with another patient who maybe waiting for service.

If you are running 15 minutes past your scheduled time, we may have to reschedule your appointment.

**Patient Name (Print)**\_\_\_\_\_ **Date**\_\_\_\_\_

**Signature**\_\_\_\_\_

**We thank you for your understanding and for trusting us in helping you maintain your oral care.**