



CANCELLATION AND MISSED APPOINTMENT POLICY

Our goal is to provide quality individualized dental care in a timely manner. Missed appointments and late cancellations inconvenience those individuals who need access to care. Our office policy regarding missed appointments enables us to better utilize available appointments for our patients in need of dental care.

CANCELLATION OF AN APPOINTMENT: In order to be respectful of the needs of other patients, please be courteous and call us promptly if you are unable to show up for an appointment. This time will be reallocated to someone who is in need of treatment. If it is necessary to cancel your scheduled appointment, **we ask that you call at least 24 hours in advance**. Please call **(701)232-6983**. If you do not reach the receptionist, you may leave a detailed message including your phone number. We will return your call as soon as possible and give you the next available appointment time. Appointments are in high demand and your early cancellation will give another patient the opportunity to be treated.

MISSED APPOINTMENT POLICY: A failure to be present at the time of a scheduled appointment will be recorded in your medical record as a "Missed Appointment". **We reserve the right to charge for a "Missed Appointment"**.

CONTINUED MISSED APPOINTMENTS: **Dismissal from our Dental Practice.**

*If you miss your initial (first) appointment with our office, we reserve the right to not reschedule you.