



Thoroughgood Dental

1609 Pleasure House Rd

Virginia Beach, Va 23455

Missed, Cancelled, and Late Appointment Policy

We value your time and would like to inform all patients of our request for a 24 hour cancellation from you, in order to avoid a \$45 cancellation fee. If you can't make your appointment, please let us know as soon as possible. Your consideration is appreciated because the sooner you call us the greater our chances of providing this time to someone else.

- *If a person fails to show for an appointment and does not provide 24 hour notice prior to cancelling, then our health care professionals will charge the fee of \$45.00 for payment of the missed appointment. These charges will not be billed to your insurance provider.*

Your appointment time is allotted to you so we will charge you for failure to call.

PLEASE NOTE: YOUR CANCELLATION MUST BE DONE BY SPEAKING TO ONE OF OUR STAFF MEMBERS AND NOT LEFT ON OUR VOICEMAIL.

This policy applies to the following missed appointments:

- The individual was previously informed of the policy.
- The cancellation was not due to a medical emergency.

Thank you very much for your attention and understanding of our office policy!

Print Name _____

Patient or Legal Guardians Signature: _____ Date: _____