



L'Tanya Joy Bailey | DDS, MS, PLLC
PRACTICE LIMITED TO ORTHODONTICS

NO SHOW and RESCHEDULING POLICY

A “no show” is a patient who fails to keep a scheduled appointment without notifying us, or who reschedules with less than 24 hours notice.

We understand that unavoidable circumstances sometimes cause patients to miss appointments. For this reason, the first “no show” occurrence is noted in a patient’s chart; however, if a patient “no shows” three times, our policy is to dismiss the patient from the practice due to non-compliance.

“Rescheduling”

We may need to reschedule your appointment for the following reasons:

- 1. If you do not have your current insurance card**
- 2. If you are more than 15 minutes late for your appointment**
- 3. In consideration of the health of other patients and staff, if you are sick**

Thank you for understanding and your cooperation!

Signature _____ Date _____

Witness _____ Date _____