



LEE FAMILY DENTISTRY

Dr. Kyu J. Lee, DMD, PC

Dr. Ann Wheelock, DDS

Dr. Lavanya Tortiker, DMD

Appointment Cancellation Policy

We understand that unplanned issues can come up and that you may need to cancel an appointment. If that happens, we ask that you call or text **at least 24 hours in advance**.

Our providers/ hygienists want to be available for your dental needs. When a patient does not show up for a scheduled appointment, another patient loses the opportunity to be seen.

Although we have discussed cancellation policies, circumstances have caused us to enforce a policy to charge for no-show appointments and appointments cancelled within 24 hours.

Effective immediately, there will be a fee of **\$25.00 per 30 minutes** if we do not receive a call or text to cancel an appointment.

We thank you in advance for your cooperation and understanding.

PATIENT NAME: _____

PATIENT/GUARDIAN SIGNATURE: _____

DATE: _____