Welcome to Town Center Dentistry

Missed Appointment Policy

Twenty Four Hours Notice: *We ask that you notify the office at least* ***24 hours prior*** *to any appointment that you will not be able to attend. This courtesy gives the office time to schedule another patient.*

Medi-Cal Patients: *If for any reason you are not able to keep your scheduled appointment we require advance notice of* ***24-48 hours****. If appointment policy is not followed we will* ***dismiss*** *you from the practice on the* ***third warning****.*

Reservation Missed Appointment Fee*: In such instances that the office is not notified within 24 hours there will be a fee assessed of* ***$50.00****.*

The duplication of any dental x-rays will result in a charge of ***$25.00****. Please allow up to* ***15 days*** *for any duplication of x-rays after the receipt of payment.*

ATTENTION PARENTS*: If your child is under the age of 18 you are required by law to remain present in the waiting room until your child is dismissed. If you are unable to be located by one of our staff members during his/her appointment time your child will be dismissed from his/her appointment at that time. Thank you for your cooperation.*

Reglamento de la officinal con respeto a las citas

Pacientes, pedimos que por favor nos avisen con 24-48 horas de anticipacion para cualquier cita que usted no pueda asistir.

Aviso: Para pacientes que no cancelen sus citas con tiempo Habra un cobro de 50.00 y la razon es que ese tiempo perdido lo podra usar otro paciente. Gracias por su cooperacion.

La duplicacion de radiografias resultara en un cobro de $25.00. Sus copias estaran listas en un period de hasta 15 DIAS despues de haber recivido su peticion y pago.

ATENCION PADRES: Si su hijo/a es menor de 18 anos usted esta requerido/a por la ley de permanecer en la sala de espera hasta que la cita haya terminado. Si no podemos localizer a los padres su hijo/a no podra ser visto. Gracias por su cooperacion.

Patient Signature/Firma:_____ ***Date/Fecha:***_____

Print Name/Nombre:_____

Thank you/Gracias

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