

HOMETOWN FAMILY DENTAL
26 SOUTH MAIN STREET
ALBIA, IA, 52531
641-932-2729



Appointment Policy

Cancellations and Missed Appointments

We strive to render excellent dental care to you and the rest of our patients. We respect your time and make every effort to keep you from waiting. Every effort will be made to schedule your appointments at times which work best for you. Your appointment time is reserved exclusively for you.

We require that you give our office 48 hours' notice in the event that you need to reschedule your appointment.

Our office is defining 48 hours' notice as contacting the office by 9:00 am two (2) working days in advance of your scheduled appointment. This allows for other patients to be scheduled into that appointment.

A \$30.00 fee will be charged for all late cancel or no-show appointments.

Patients are only allowed TWO broken appointments in a 12-month time period. Two broken appointments in a 12-month time period will result in dismissal from our practice. Patients may be seen for 30 days from the date of dismissal for emergency treatment only. If a patient is dismissed from our practice due to broken appointments, the patient's records will be available for release following a signed request by the patient.

How to Cancel Your Appointment

To cancel an appointment, please call our office at 641-932-2729 to speak with an office representative. If you are unable to reach an office representative, please leave a detailed message on our office voicemail.

I have read and understand the Appointment Cancellation Policy of Hometown Family Dental. I agree to be bound by its terms. I also understand and agree that such terms may be amended from time-to-time by the practice.

Patient's Name

Signature of Patient (Parent or Guardian, if minor)

Date

Relationship to Patient