

J.D. "Bo" Westmoreland II, DDS
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BROKEN APPOINTMENT POLICY

Our goal is to help you achieve and maintain a healthy and attractive smile. In order to accomplish this it is important that you keep the time reserved just for you. **We do require a 24 hour notice if you are unable to keep an appointment.** We do understand emergencies occur and will try to be understanding when they do. Please show us the same consideration by notifying us as soon as you realize you will not be able to keep your appointment.

If an appointment is broken without 24 hours notice, we will assist you in rescheduling at a time which may be least likely missed, forgotten or interrupted.

If a second broken appointment occurs within one year, you will receive a letter from our office stressing the importance of your dental health and potential health-related consequences for delaying dental treatment. **Prepayment may be required before reserving another time.**

If a THIRD broken appointment should occur within one year, our office will not reschedule an appointment for you and you will be dismissed from our practice.

I fully understand the appointment policy for this office.

Patient Name _____

Patient/Guardian Signature _____

Date _____