



Soft Shores Pediatric Dentistry
Jared Welch, DDS
John Hamblin, DDS

APPOINTMENT POLICY

We realize your time is valuable and appreciate every effort made to be punctual. We see nearly all of our patients on time because we adhere to the following guidelines:

- **Please arrive 5 minutes early for all scheduled appointments and 15 minutes early for a New Patient visit.**
- **Patients who arrive more than 10 minutes late for their appointment time may be rescheduled** in consideration of our other patients' reserved appointment times.
- If you anticipate being late to your reserved appointment time, please call our office to see if your child's appointment will still be available.
- **Appointments for young children and dental treatment are typically scheduled in the morning. Afternoon appointments are reserved for older patients.** Continuing care appointments are typically made six months in advance for your convenience.
- If cancellation is unavoidable, we require **48 hours** prior notice to cancelling an appointment. Appointments which are broken without the required **48 hours** notice may be subject to a broken appointment fee. We also may be required to notify AHCCCS of all insured patients who have chosen to break their appointment.
- Appointments cancelled with less than 48 hours notice on a school holiday or during an after-school time **may not be rescheduled on another school holiday or during an after-school appointment time, as these are our most sought after appointment times.**

Patients in Family: _____

Parent/Guardian Signature: _____

Date: _____