

Progressive Dental Solutions

Excellence: The Art of Surpassing Our Patients' Expectations

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Appointment Policy

Please arrive on time for your scheduled appointment. We respect your time and our goal is to stay on schedule. Your appointment time has been reserved exclusively for you; therefore, you should not experience long delays prior to your scheduled appointment.

If we determine that seeing you late will not provide enough time for your treatment, we will reschedule your appointment and a broken appointment fee (See Below) will be assessed. Patients who are repeatedly late or continuously fail to comply with our appointment policy will be dismissed from the practice.

Our goal is to satisfy the needs of all of our patients and there are times when it becomes necessary to schedule an emergency appointment. These unforeseen emergencies sometimes cause delays in the schedule and we apologize in advance for those rare occasions.

Broken Appointment Policy

All patient appointments must be rescheduled or cancelled within **2 business days / 48 hours** of the appointment. If patient fails to give Progressive Dental Solutions **2 business days / 48 hours** notice; the patient will be charged a fee equivalent to \$50.00 per hour of scheduled appointment time.

If a patient arrives late for a dental appointment and we are unable to deliver treatment, the appointment will be rescheduled and a broken appointment fee will be assessed. The fee will be equivalent to **\$50.00 per hour** of scheduled appointment time.

I have read both the Appointment Policy and the Broken Appointment Policy. I understand that if I don't give 48 business hours notice that I will be assessed the broken appointment fee as described above. I also understand that if I am late for an appointment and it is determined that I can not be seen, I will be assessed a broken appointment fee as described above.

Signature of Patient or Responsible Party _____ Date _____