

Garston Lodge Dental Practice

Appointment cancellation & Failed to attend policy

To ensure the smooth running of our practice, patients are requested to give as much notice as possible if they need to cancel/reschedule their appointments (a minimum of 48 hours notice is required).

Please be aware that if **two** or more appointments have been short notice cancelled or failed to attend (without good reason), within a 24 month period, then no further appointments shall be offered at the practice.

A fee will be charged for missed or short notice cancellation of private appointments.

Date: JANUARY 2016

Review Date: JANUARY 2017

Review Date: JANUARY 2018