



Appointment Policy

Appointment Agreement for Stephen Lim, DDS, PLLC

Welcome to the practice of Stephen Lim. We appreciate your decision to come to us for your dental needs. As a patient, it is important that you understand our commitment to providing timely and quality service to all of our patients. An important aspect of this service is the commitment of each patient to honor their appointment by both showing up in a timely manner, as well as giving proper notice if they are unable to keep their scheduled appointment. We ask that you provide us with **48-hours notice** for appointments that you cannot keep. Missed appointments increase the cost of healthcare for everyone. We see patients by appointment only and ask that you respond to confirmation efforts from the practice. If a timely response is not received from you the practice will cancel your appointment and offer the appointment to another patient requesting that time.

Cancellations or appointment changes made with less than 48-hours notice will incur a **fee of \$100.00 per scheduled hour**. After two missed appointments in which proper notice has not been given, you may be charged a deposit fee in order to schedule any future appointments. The deposit fee will then be applied to any treatment rendered, or forfeited in the case of additional missed appointments. After the third missed appointment, we reserve the right to terminate the patient-provider relationship and request you seek treatment with another dental provider. We appreciate your cooperation in arriving promptly for scheduled appointments.

I have read, understand and agree to honor the appointment agreement as mentioned above.

Signature of Patient