

S. Jeffrey Crews, DMD, PC

ORTHODONTICS

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Appointment Policy

In order to insure quality orthodontic care, we find it helpful if our parents and patients understand the manner in which we schedule appointments.

We value your time and make every effort to stay on schedule. Please help us by arriving promptly for your appointment.

We have put much effort and time into designing a scheduling system to serve our patient's families and to expedite treatment. In order to be fair to all patients, we try our best to alternate morning and afternoon appointments. However, there are certain longer appointments that will require morning appointments.

Teeth move as a result of appliance force systems that need to be monitored regularly. Missed appointments delay treatment progress and prolong treatment time. Since afternoon appointments are scheduled 3-8 weeks in advance, it will be necessary to reschedule a missed appointment during morning hours.

In case of emergencies such as pain, swelling or bleeding, we want to see you as soon as possible. Time is set aside to handle these unexpected events. Please make sure to call before stopping by because there is not always a clinical technician present in the office.

Repeated missed appointments will result in a \$50 fee if we do not have 48 hours notice to change an appointment. The \$50 fee must be paid before another appointment can be scheduled. Rescheduled appointments will be available between 9:00 am and noon.

Thank you very much for your cooperation and understanding.

Patient/Parent Signature

Member
American Association of
Orthodontists

