

**Ridgeview Dental
Candi Filbrandt, D.D.S.
18130 Wright Street
Omaha, NE 68130
(402) 884-8880**

Appointment Policy

At Ridgeview Dental your oral health is very important to us. We understand that your time is very valuable. We realize that occasionally unforeseen circumstances may necessitate the canceling of a scheduled appointment. Our office does not double book appointment times to give you the individual time and attention that you deserve for optimal dental care. Due to this policy we require 48 hours notice for cancellations and rescheduling. This makes it possible for someone else to utilize the time that was set aside for you.

Courtesy Reminder Calls

As a courtesy we contact you via telephone, text, or email 48 hours before your scheduled appointment. Confirmation of your appointment time is **required** to maintain your scheduled appointment time. **Ultimately it is your responsibility to know your appointment time.**

Cancellations Less than 48 Hours and Broken Appointments

Ridgeview Dental requires at least 48 business hours for cancellations or rescheduling of appointments or a **\$25.00 fee will be charged**. If you are scheduled following a Holiday or Weekend, a notice during office hours the week prior is mandatory.

Multiple cancellations, failed or broken appointments

Will result in a dismissal from practice.

Late Arrival

If you are late, you may be asked to reschedule your appointment.

Transferring dental records

Due to patient or doctor termination Ridgeview Dental will require your account paid in full, a signed release form, and \$20.00 fee for “individual” records or \$25.00 for “family” records. Please allow 2 weeks prior notification for transferring dental records.

Signature_____ Date_____