

Hilda M. Yacoub, D.D.S.

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Cancellation Fee Policy

Dear Patient,

We appreciate the trust and the confidence our patients have in us and wish to express how much we respect our relationship with you. We strive to keep our office policies to a minimum so we can maintain the highest level of flexibility with our patients.

Our mission is to provide excellent oral health care. This is our commitment to you and we need your help in fulfilling our mission. It is impossible to provide excellent oral health care to all our patients when we are not given appropriate notification in the event of an appointment change.

For this reason, we ask that you notify us 48 business hours (No later than Thursday 10am for a Monday appointment due to the practice being closed Friday-Sunday) if you will be unable to keep an appointment. If we do not receive this courtesy notification, there will be a short notification cancellation fee of \$75 per hour scheduled Hygiene appointments and a \$150 per hour for Dr. Yacoub's scheduled time that will be charged to your account. A repeat of missed appointments will result in a re-evaluation of patient's standing in our practice.

We thank you in advance for respecting our time, as we offer you the same respect.

Thank You!

Patient Name (Print)

Patient/Guardian Signature

Date

Dentist's Signature

Date

Witness Signature

Date