



**We would like to give you a new and simpler way to be reminded about your appointments. Our office is introducing a patient login portal that offers you the convenience of 24/7 access to your account information as well as the ability to choose how you would prefer to be contacted by us. If you choose the email option, you will be sent log in information via email. The log in can be accessed on our website: www.brentspeardental.com
Please let us help you get started!**

How would you like to be notified for your appointments? (Please check appropriate space and provide email address or number as needed after the options.)

Email _____
 Text message (cell) _____
 Phone call _____

Appointments and Cancellations

When we make your appointment, we are reserving a room for your particular needs. We ask that if you must change an appointment, please give us at least 24 hours notice. This courtesy makes it possible to give your reserved room to another patient who would like it.

There is a charge for not showing up for scheduled appointments. Repeated cancellations or missed appointments will result in loss of future appointment privileges.

We feel that our patient's time is valuable. When your appointment is made, a room is reserved, your records are prepared, and special instruments are readied for your visit. Except for emergency treatment for another patient, you can expect us to be prompt. We, of course, would appreciate the same courtesy from you.

By signing, you acknowledge and agree to the above appointment cancellation policy.

Signature of Patient

Date