



McGRORY
ORTHODONTICS
shaping smiles · shaping lives

PEARLAND OFFICE

2802 Business Center Dr. # 118
Pearland, TX 77584

BELLAIRE OFFICE

4500 Bissonnet St. #310
Bellaire, TX 77401

Appointment Times and Tardiness Policy

We strive to make everyone's orthodontic experience a pleasant and fun journey. We like to inform patients and parents ahead of time that there may be some appointments during treatment that are longer or need the use and availability of specific equipment. For these appointments, there may only be certain times of the day that are available and missing work or school may be necessary to accommodate these appointment types.

Most appointments during treatment, those commonly referred to as "adjustments", are scheduled for 15 minutes each since they are quick and straight forward. We have a 5 minute late policy for these appointments because there will always be another patient scheduled directly behind them and the chair must be available. Longer appointments have a 10 minute late policy and we do ask our patients to call ahead of time to let us know if something has come up or if they need to reschedule. We also ask that patients or parents inform the office ahead of the scheduled appointment date if something is broken or bothering them so we can allot additional time or reschedule when adequate time is available. These guidelines are for the benefit of all patients to ensure that everyone is seen in a timely manner, however, we will always strive to accommodate you *if* the schedule allows.

We do expect patients to be on time and not use our late policy as a guide for appointment times.

Please sign below stating that you have read and understand the Appointment Times and Tardiness Policy.

Signature of Parent/Guardian/Patient

Date

(713) 340-1313

▶ www.shapingsmiles.com ◀