

## MISSED CONSULTATION APPOINTMENT

Dear \_\_\_\_\_:

Your patient, \_\_\_\_\_, was referred to our office for consultation. The patient's appointment, which was scheduled for \_\_\_\_\_ with Dr. \_\_\_\_\_, was not kept.

The patient may call the office at \_\_\_\_\_ to reschedule an appointment within two weeks from the date of this letter. If I do not hear from either the patient or your office by that date, we will assume that the patient does not wish to be seen in our office.

Very truly yours,

\_\_\_\_\_,D.D.S.