

## A Patient's Responsibilities

In acknowledging the personal worth and dignity of each individual, we also recognize that you, as the patient, have certain responsibilities that support the health care we provide. In order to ensure your proper care with the best outcome, it is your duty to comply with our office protocols, which have been designed to promote optimum patient safety.

### It is every patient's responsibility to:

- Keep scheduled appointments (or to tell the office when you are unable to keep an appointment).
- Cooperate with the planned treatment program prescribed by the provider (or to explain why cooperation is not possible).
- Take an active role in your medical care.
- Request additional information or clarification when any detail of your medical care is not understood.
- Be honest and accurate in all health care information that you provide to us.
- Update your personal information as necessary to ensure the accuracy of our records.
- Show consideration for other patients and for your health care providers in this office with respectful conduct.
- Be patient when an appointment is delayed; keep in mind that an emergency may be taking place.
- Maintain the same level of confidentiality and privacy for others that you would expect to receive.
- Inform office personnel of any unsafe conditions.
- Be prompt in fulfilling financial obligations to this office.

