

Elms Orthomobile Contract



Please initial all blanks. Thank you.

- _____ We have done our best to schedule around all known holidays and testing times according to the published school calendars. We appreciate your understanding if unscheduled, or unknown, mandatory testing dates come up during the year, and will work with you on rescheduling your child.
- _____ There are a limited number of spots on the Orthomobile. They will be on Monday - Thursday at 9am, 10:30am and a few days at 1:30pm. These appointment times will be set aside for students riding in the Orthomobile for the **entire school year. Dates and times are subject to change.**
- _____ We will not be running the Orthomobile during school holidays or breaks. The students will be signed up for the school year until the responsible party calls to cancel the ride for that student or makes alternate plans with us releasing their spot.
- _____ The only appointment types that are eligible for these appointment times are **regular** appointments. First time braces, any full or partial bracketing, de-bracing, repair visits, discomfort visits, and retainer appointments are not eligible.
- _____ Students must be ready 15 minutes before their appointment time; the Orthomobile will not wait for students because of the timing of rides, number of schools, and appointments; it will be their responsibility to know when their appointments are. Emails will be sent to the parents the week prior to the appointments as a reminder and parent notes on the day of the appointment may be requested to release the students to the attendance office per the school.
- _____ If you must cancel or reschedule your child's appointment, please let the front office know that they have a reserved spot on the Orthomobile and we need to let the driver know your child will not be riding that day.
- _____ Release forms will be required before a student is officially signed up for a spot, or allowed to ride in the Orthomobile, and will be on file in the Orthomobile and in the office in case of emergency. Spots in the Orthomobile are not guaranteed until the consent forms are on file with Elms Orthodontics.
- _____ Orthomobile service will be suspended for a patient if the account balance is past due. If you believe that your account is not current, please contact financial services as quickly as possible to resolve any issues so that the Orthomobile service may continue for that patient uninterrupted.
- _____ To assure proper treatment progress, appointment progress reports and the time of their next appointment will be e-mailed home that same day.
- _____ Please let us know if the scheduled time you receive for your child conflicts with their lunch hour. If so, we will change their pickup time to accommodate them.