

Late Cancellation / No Show Policy

You must cancel your scheduled appointment no less than 24 hours prior to your appointment.

Warning – At the time of the 1st late cancel OR no show, administration will follow up with you.

2nd Occurrence – At the time of the 2nd late cancel OR no show, your appointment time will move to an every other week appointment.

3rd Occurrence – At the time of the 3rd late cancel OR no show, you will be removed from your regularly scheduled appointment and you will be required to schedule on a week to week basis.

4th Occurrence - At the time of the 4th late cancel OR no show, therapy will be terminated and we will provide you with a referral to another therapist in the community.

Text Message Service

Text message reminders are available if you would like to sign up for this service. However, these are provided as a courtesy to you and are not intended for you to rely on. You will be required to attend or call to reschedule your appointment in the event that there is an error in the system.

Consent to Policy

Your signature below indicates that you have read this Agreement agree to its terms.

Signature of Patient or Personal Representative

Date

Printed Name of Patient or Personal Representative

Description of Personal Representative's Authority