

NO SHOW POLICY

To ensure that each patient is given the proper amount of time allotted for their visit and to provide the highest quality care, it is very important for each scheduled patient to attend their visits consistently and be on time. If it is necessary for you to reschedule your appointment, please call us immediately.

If you are unable to keep your scheduled appointment, please cancel at least 24 hours prior to your scheduled appointment if possible. If the clinic is closed, please leave a voicemail.

If you are delayed and cannot make the appointment on time, please call to advise us of your situation and provide an estimated time of arrival. Any significant delay may require the visit to be rescheduled.

A **NO-SHOW appointment** is when a patient fails to keep a scheduled appointment without any communication to us. **After two NO-SHOW appointments you will lose your standing appointment...**and may be required to seek therapy elsewhere. We understand that there may be issues beyond your control, and we want to be understanding of special circumstances. Please communicate with us.

Thank you for your cooperation and assistance with this matter.

Sign & Date: _____