



Cancellation Policy

Your appointments and well-being are very important to us. We understand that sometimes, unexpected delays can occur, making schedule adjustments. **We get it—Life happens!** If you need to cancel your appointment, we respectfully require at least a 1-day notice.

Our Policy: Any cancellation made less than 24-hours' notice will result in a cancellation fee. The same goes for missed appointments. The amount of the fee will be **\$50**. If you are more than 30 minutes late for your service, we may not be able to accommodate you. In this case, the same cancellation fee will apply. We will do our very best to reschedule your service for another time that is convenient for you. We require a credit card to hold your appointment. Cancellation fees will be charged to your card on file.

Our cancellation policy is not a penalty or a punishment. Rather, we have a very strict and necessary policy so that we can provide our clients with the thorough care that they deserve. It's important for you to know that insurance doesn't pay for cancelled or missed appointments. This is the reason you will be responsible for the \$50 fee, not just your standard copay/cost-share amount. We also want to make sure that you agree to the policy and understand how strict it is so that we can, hopefully, prevent appointments from being missed.

ACKNOWLEDGEMENT: I have read and fully understand and agree to the terms of this Cancellation Policy.

Date: _____

Client Name: _____

Parent/Legal Guardian Name (if applicable): _____

Client or Parent/Legal Guardian Signature: _____

Revised 12/11/2023