



Psychological Associates of Schuylkill County LLC

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NO SHOW / LATE CANCELLATION POLICY

Our policy is to provide services to our clients in a responsive and timely manner. In order to accomplish these goals, it is necessary to manage each therapist's time in the most effective way possible. For that purpose, we are instituting the following policies:

We understand that if a scheduled counseling session is cancelled with less than a 24 hour notice a fee of \$50.00 may be charged. Failure to attend without cancellation will be treated likewise. The client is directly responsible for any such charges incurred and payment is expected in a timely manner.

Failure to attend three sessions may result in termination of services. Should this actions be required, we will gladly provide you with a list of referral sources to seek treatment elsewhere.

While we understand that situations may arise which necessitate a scheduling change, we ask that the client take responsibility to reschedule the appointment with their therapist.

My signature below constitutes an agreement between the therapist and myself regarding this policy.

Client/Parent

Date