

## **Policies**

### **Cancellation/Rescheduling Policy**

If you need to cancel or reschedule an appointment, please give twenty-four (24) hours advance notice. Failure to do so will result in fees due for the full scheduled session time. If you are a client using insurance, please note that the full session fee will be billed directly to your account as most insurance companies do not pay for cancellations.

### **No-Show Policy**

If you fail to show for a scheduled appointment, it will result in fees due for the full scheduled session time (which are not billable to your insurance). If I fail to show for a scheduled appointment, your next one-hour appointment will be free.

### **Inclement Weather Policy**

Therapy sessions will remain scheduled unless you are notified by our office. In the case of severe weather or a local natural disaster, please call the office for additional information. Updates regarding the status of all appointments will be left on the office voicemail. A notice will also be provided on our website. If the local phone service is not available, it can be assumed that your appointment will need to be rescheduled at a later time. It is our wish that everyone remains as safe as possible during inclement weather.