

Cancellation Policy

Julie Powers-Candelmo, LCSW, LADC, CCS

7/14/17

This cancellation policy is effective immediately to ensure continuity of care:

It is important for optimal effectiveness of treatment that clients show up for their appointments on time and consistently. Therapy can only work if it happens!

If a client “no-call-no-shows” for appointments twice in a three-month period, they will be discharged from treatment. This also applies if they cancel within 24 hours twice in a three-month period. The exceptions are of course, if one is seriously injured/ill or there is a death in the family. If a client no-call-no shows for appointments twice in a six-period, consideration for continuing treatment will be made on a case by case basis.

Please be clear on the date and time of your next appointment as there is no exception for scheduling mix ups.

For clients with private insurance or who self-pay: If a client no shows or cancels within 24 hours of an appointment, they will be charged \$45, unless they are able to reschedule for an appointment on the same day. The exceptions are the same as above. They should bring cash or check, made out to Julie Powers-Candelmo to the next appointment. I also accept certain debit/credit cards.

Your signature below indicates that you understand the policy and agree to abide by it.

Client Name

Client Signature

Date