

No Show/Appointment Cancellation Policy **Please Read Carefully and Save for Future Use**

When I make an agreement to begin working with you, I reserve your appointment times just for you. Unlike other types of medical practices, I do not schedule anything else during that time, so that I will be fully available for you. Because of the nature of my work, I do not often have clients looking for a “one-time appointment” who could fill an unplanned hour, nor do I have a receptionist to make calls for me while I am in session. Because of this, I ask you to be thoughtful regarding your cancellations and to please give me, *at least*, 24-hour notice if you need to cancel.

Cancellations without any notice (no call or email) will be charged at the full visit price of \$175.00. **This charge cannot be billed to your insurance.**

If you have **called and have not given me 24 hours** notice and are choosing not to come to your appointment, the charge for this missed session will be \$100.00. This charge **cannot be billed to your insurance company.** Choosing means that it is possible for you to come and you have chosen not to come for some reason such as spending time with guests or attending a lecture.

There is no charge when you are prevented from coming by something out of your control **and you have emailed or called to let me know** that you will not be coming to your session. Examples of this include a communicable illness (i.e. cold, flu), hospitalization or otherwise being medically incapacitated, involvement in an emergency, or if any of these happen to a family member in your direct care.

Having a policy such as this one in place serves to protect our relationship from the frustrations that might otherwise occur from last minute cancellations. Please be sure to talk with me about any questions or concerns that you may have about this policy.