**CANCELLATION POLICY**

WARNING: You will be charged a $30.00 FEE for all appointments that are not cancelled 24 hours prior to your scheduled visit. This allows us to make your appoint time available to another

patient. After 2 instances of a “no call / no show” you will lose your appointment time.

**Patients who fail to provide 24 hour notice before canceling their appointment on 3 occasions will no longer be able to receive services at Rescue My Speech.**

We will send outstanding balances that are not paid in a timely manner to a collection agency.

Your child’s time with us is important. In order for your child to receive the full benefit or services it is important that you arrive to your appointment in a timely manner. Appointments will not run over for patients who arrive late. ***If you are late and arrive more than 15 minutes late your appointment will be considered a “no call / no show” and you will be charged.***

Thank you for your cooperation.
I have been informed of the cancellation policy:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

