



8190 E. 1st Ave
Suite 102
Denver, CO 80230
Main (303) 360-0727
Fax (303) 360-0758

CANCELLATION POLICY

Your therapist reserves an appointment time specifically for your child. Please make every effort to make this appointment. In the event that you are unable to make your scheduled appointment, we require at least 24 hour notice so we are able to offer the appointment time to another family.

In the event of frequent cancellations/missed appointments, we will need to reconsider our ability to offer you a regularly scheduled appointment time as we have other families on our wait list.

If you are unable to keep your appointment or need to reschedule, **please call us at least 24 hours prior to your appointment.**

Patients canceling their appointments with less than the required 24 hour notice or not showing up for their scheduled appointment will be charged as follows:

Late Cancellation	50% of appointment fee
No Show	charged in full

*These fees are not billable to any insurance company.

We understand that events and illness can occur unexpectedly and will take that into consideration before charging a fee.

How to Cancel Your Appointment:

To cancel appointments, please call (303) 360-0727. If you do not reach the receptionist please leave a detailed message on the voice mail.

I have read and understand the cancellation policy as described above.

Printed name

Signature of responsible party

Date