



CANCELATION POLICY

Please read, sign and return

Dear Parents,

Cancellations, especially last-minute cancels, along with patient no shows, decrease our ability to accommodate the scheduling needs of other patients. We must ask for your full cooperation with the following cancellation policy.

NO-SHOW / LATE CANCELATION FEES

- ALL no-show appointments will be charged a \$40.00 no-show fee.
- ALL late-canceled appointments (less than 24 hours' notice) will be charged a \$40.00 late cancellation fee.
 - Appointments must be cancelled by 4:00 p.m. the day PRIOR to your scheduled appointment. If you need to cancel a Monday appointment, please contact the office before 4:00 p.m. on Friday. Appointments canceled one hour before the session will be charged a \$40.00 late-cancellation fee.
- If your child should be ill the morning of his/her scheduled appointment, please notify the office right away. We will allow this appointment to be rescheduled for a later date without a cancellation charge.

TO CANCEL AN APPOINTMENT

- Email brand4speech@gmail.com
- Call or Text (949) 939-3446

EXPLANATION of CANCELATION POLICY

- Consistent therapy is key to progress.
- Speech Solutions provides an Email Reminder the day before your appointment.

I have read and understand the above cancelation policy for Speech Solutions Speech Therapy.

Name of patient (please print: _____

Signature of person responsible: _____ Date: _____