



# DEERFIELD COUNSELING

## Therapy Attendance Policy

**No-shows** are defined as missing a session with no notice, showing up more than 10 minutes late, or canceling with less than 24 hours notice. If you need to cancel an appointment please call **(269) 319-3110**.

**Why is this policy needed?** Therapy is a high demand service. No-shows result in empty hours and empty hours mean that other clients miss the chance to meet with their therapist. Deerfield Counseling is committed to providing high quality, results oriented mental health services. No-shows negatively impact our ability to carry out our mission as no-shows result in open slots and lost revenue.

**Attendance Policy:** When possible, please provide at least 24 hours notice of any need to cancel or reschedule appointments.

**No-Show Fees:** A fee of \$50 will be assessed for no-shows. No fee will ever be charged without first discussing it with you first.

**Your signature below indicates that you understand and agree to the above attendance policy:**

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Client Signature

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Date