



Center for Family Guidance, PC

Cancellation Policy

PATIENT'S NAME: _____

All appointments are scheduled in advance. This time is set aside specifically for you, we do not schedule any other patients with your clinician during the time of your appointment. We require no less than 48 hours advance notice (circumstances permitting) for the cancellation of an appointment. If you do not cancel your appointment within the above time frame, you will be charged the scheduled fee for the session. We cannot submit a charge to your insurance company for a session if the session was not actually held.

Examples of current scheduled session fees are as follows:

<u>Type of Provider</u>	<u>Initial Evaluation</u>	<u>Therapy Session (Time Reserved)</u>		<u>Medication Management</u>
		(45 minutes)	(60 minutes)	
Psychiatrist	\$275	\$170	\$215	\$110
APN	\$185	\$140	\$175	\$80
Psychologist	\$225	\$140	\$175	N/A
LCSW/LPC	\$175	\$115	\$165	N/A

It is your responsibility to notify the office if you plan on cancelling your appointment. Appointment confirmation calls or texts are provided as a courtesy. A response to an appointment confirmation call or text is not an opportunity to cancel with less than 48 hours notice without being charged a missed appointment fee.

Thank you for your cooperation in this matter.

Signature of patient or guardian (if patient is a minor)

Date