

Confirmations, Cancellations, and Rescheduling Appointment Policy:

We kindly ask that you confirm your appointments **at least 48 hours** before your scheduled appointment time to avoid being taken off the schedule. This can be done via a phone call or a text message.

Once your appointment is confirmed, if you need to cancel/ reschedule your appointment time, which has been reserved for you, we respectfully request at least 48 hours' notice. If failed to do so, there is a **\$75.00** cancellation/ rescheduling fee will be added.

Please note, if you have an appointment that is 90 minutes (about 1 and a half hours) or longer, there will be a **\$200.00** deposit due at the time of scheduling that will go towards your treatment. If for any reason you cannot make your appointment, we kindly ask that you give us **3 business days/ 72 working hours' notice**. This deposit will be put towards your visit, if you do not make your scheduled appointment, please understand that the deposit will be charged as a cancellation fee. Another deposit will need to be paid to reschedule that missed appointment. Deposits will be honored based on circumstances.

By signing this policy, I understand that if I fail to confirm my scheduled appointments at least 48 hours before my appointment date, I may be unable to be seen that day and this can result in my appointment being rescheduled and a \$75.00 nonrefundable fee will be added to my account.

Signature of patient/ guardian:

Date: _____