



Therapy Policies

Speech Matters, LLC strives to provide a model of care that allows our clients to maximize their potential for progress, and consistent attendance is one contributing factor. Our therapy policies allow us to accommodate and service our clients by scheduling weekly appointments for each client as well as accommodating clients that need or request additional therapy.

Cancelled Appointments

All appointments must be cancelled at least 24 hours in advance of the appointment. A fee of **\$25.00** will be charged to your account if you do not provide a minimum of 24 hours' notice of this cancellation. Exceptions will be made for occasional and unavoidable circumstances, such as sudden illnesses, that do not allow for advance notice.

Make-Up Sessions

We expect our clients to reschedule cancelled appointments to ensure consistent service delivery. We will work with you to reschedule your cancelled appointments for planned holidays, vacations, extracurricular events, etc.

Attendance

Consistent attendance contributes to effective progress. We expect a minimum of 85% attendance rate. Abuse of this policy may be subject to a charge and/or discontinuation of services.

No-Show

Our therapists spend time planning and preparing for each therapy session. Missed appointments without prior notice (either directly to the treating therapist or administrative staff) will be charged for the appointment at the private pay rate. This fee is not billable to health insurance.

In consideration for the professional services rendered to me or my child, by Speech Matters, LLC, I acknowledge receipt of and agree to the therapy policies of Speech Matters, LLC outlined above.

Parent/Guarantor Signature

Date

Parent/Guarantor Name (Printed)

Client Name (Printed)