

Sonoma Counseling Services
8911 Lakewood Dr. Suite 24F
Windsor CA 95492
707-836-6350

CANCELLATION POLICY

If you must cancel an appointment please call 24 hrs in advance, no exceptions and leave a message. Call me at 707-836-6350. It is important during the therapeutic process to keep your regular appointments in order to increase the likelihood of therapeutic gains. While you are in treatment, your time is reserved solely for you. As is customary with most professionals, if you cancel your appointment, a 24-hour notice is required. If an appointment is missed or canceled with less than a 24-hour notice, you will be billed private pay. The bill will be mailed to your address on file. If you miss two appointments in a row (even with advance notice) for any reason, you will be taken off my appointment calendar scheduler. If you repeatedly forget to show for your sessions, you may be referred back to your insurance company and be assigned to a different therapist. Therapy sessions last 50 minutes. Please understand that your insurance company will NOT pay for missed or cancelled sessions.

Thank you for your consideration regarding this important matter.

Client Signature (Client's Parent/Guardian if under 18)

Today's Date