



"I Can" Pediatric Therapies, LLC Cancellation-Missed Appointment-No Show Policy

Client's Name

Date of Birth

"I Can" Pediatric Therapies, LLC strives to provide the highest quality therapy services to the children and families that we have the opportunity to serve. One of the ways in which we are successful in doing this is by having caregivers helping their child have good attendance to weekly therapy sessions. Good attendance to therapy will help children show progress and ultimately meet their therapy goals. Each therapist plans, prepares, and pre-authorizes children for therapy. Good attendance helps us as an organization provide the best care to all our children and families. Thank you in advance for being an advocate to help foster good therapy attendance for your child.

Your therapist has reserved a weekly appointment time exclusively for your child's therapy session each week. This makes late cancellations and "No Shows" financially difficult for "I Can." To cancel an appointment, please call our front office team members at 336.667.1555 at least 24 hours prior to your scheduled appointment to ensure that we receive your cancellation notice. If you call and our answering machine picks up please leave your cancellation on the voicemail. Please read and sign this form indicating that you understand our late cancellation and "No Show" policy.

Cancellation Policy:

When you must cancel an appointment, please give at least a 24 hour notice from the actual time of the appointment. It is our policy that after 3 consecutive missed appointments (late cancellations or "No Shows") or after there has been a pattern of missed appointments, your child will lose their weekly therapy time and will be placed back on our waiting list or exited from services. We will contact you prior to this decision. You should note that Insurance does not reimburse for missed appointments (late cancellations or "No Shows"). Thank you for being an advocate for good attendance.

Parent/Guardian Signature

Date

"I Can" Team Member Signature

Date