

Protzel Therapy - CANCELLATION POLICY

A minimum of 24 hours notice is required for all psychotherapy appointments once they have been booked or the FULL appointment fee will be charged via client credit/debit card on file. If possible, providing 48-72 hours notice for appointment cancellations/reschedules would be most helpful. This allows the therapist time to contact other clients who are waiting for appointments and to fill the time slot that would be empty.

Most psychotherapy sessions are approximately 50 minutes in length, not 60 minutes. On occasion, longer or shorter sessions can be arranged based upon treatment need. 50 minute sessions allow the psychotherapist to complete necessary documentation in between sessions and to prepare for the next scheduled client. Therapist self-care is important and allowing a few minutes for this in between sessions is essential.

Signature below indicates that I have read this cancellation policy and will abide by the policy as stated above.

Name (Signature)

Date

PRINTED Name (*written clearly as possible*)

Date