



"Creating Life Balance Through Effective Solutions"

No-Show and Reminder Policy

Your session has been reserved for you at your request. A 24-hour notice is required for cancellations otherwise you will be charged for the full amount of time you have reserved. Emergencies are exempt from this policy. Please cancel all sessions by leaving a message 24 hours a day on CCS voicemail at 303-905-9773.

In an attempt to better accommodate clients you may receive a reminder that will be placed approximately 24-48 hours prior to your appointment.

- Yes, I would appreciate a reminder call/e-mail prior to my appointment at #/email _____. I understand that if others have access to this number/email confidentiality cannot be ensured.
- No thank you, I would not like a reminder call and will keep track of my appointments by my own means.

In order to best accommodate the needs of client's varying schedules it is essential to maintain a policy that reduces no-shows as much as possible. Thank you for your assistance in this matter.

I understand that I must leave a cancellation message on CCS voicemail at least 24-hours prior to my appointment or I will be charged for my reserved session.

Client Signature

Date

Therapist Signature

Date

Lisa Stull, MS, LMFT

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