

**Psychological and Consultation Services, P.C.**  
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**APPOINTMENT CANCELLATION POLICY**

Thank you for choosing us to be part of your healthcare team. As our office is very busy and often has a wait-list, it is extremely important that you let us know 24 hours in advance if you are unable to keep your appointment. Therefore, I understand any cancellations I make less than 24 hours before my scheduled appointment time will be charged to my account.

Thank you for your cooperation in this matter.

\_\_\_\_\_  
Patient's Signature

\_\_\_\_\_  
Date

OR

\_\_\_\_\_  
Parent or Representative's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signer's Relationship to Patient