**Cancellation and No-Show Policy:**

I understand that sometimes emergencies arise. If you need to cancel or reschedule a session, I ask that you provide me with 24 hour notice by phone or text. If you miss a session without canceling, or cancel with less than 24 hour notice, my policy is to collect a fee for that missed session of $60.

It is important to note that insurance companies do not provide reimbursement for cancelled sessions; thus, you will be responsible for the fee as described above.

If it is possible, I will try to find another time to reschedule the appointment that week, and your fee will be waived.

I (client (18 yrs or older) or parent/guardian of client)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree to pay a full session fee of $60.00 if I do not leave a voice message or text for Julie Paquette, LCSW and cancel my or my child’s appointment within the 24 hour notice period.

Client (18 yrs or older) or Client’s Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_