



## Charlotte Women's Counseling - Cancellation and "No Show" Policy

*With the new season comes a renewed commitment to meeting the mental health needs of our clients. In an effort to better serve you, we have reviewed and updated our Cancellation and "No Show" Policy effective immediately, on this date May 25, 2022.*

**(Rev. 5/22)**

### APPOINTMENTS AND CANCELLATIONS

We cannot be of service in supporting your mental health goals if we are not encouraging you to keep your mental health appointments and setting boundaries when you are unable to do so. Our commitment to you is one in which you have the opportunity and space to grow and to heal. While we understand that there are extenuating circumstances that require your absence, our hope is that the majority of our clients can keep their scheduled appointments.

Please review the following **Cancellation and "No Show" Policy**:

Cancellations and "No Show" sessions will be subject to a charge if **NOT RECEIVED AT LEAST 24 HOURS IN ADVANCE**. This is necessary because a time commitment is made to you and is held exclusively for you. If you are late for a session, you may lose some of that session time. Cancellations and "No Show" sessions received less than 24 hours in advance are subject to the following charges:

- **Session with a Graduate Student Intern: \$25**
- **Session with a Licensed Therapist: \$100**

In the case of emergency or sickness, please reach out to our Office at: [hello@charlottewomenscounseling.com](mailto:hello@charlottewomenscounseling.com) or by text (704) 313-3088 to request an exception to this policy.

Thank you for trusting Charlotte Women's Counseling with your mental health needs.