

Meridian Psychological Center, PC

Clinical Appointments & Cancellations Agreement

Because the scheduled appointment time is held exclusively for one person or task, advance notice of cancellation is required. The client shall keep the doctor (the consultant, examiner or therapist) advised of any cancellation or postponement in any scheduled appointment, consultation or workshop training session. There will be a cancellation charge of 2 hours if an appointment for psychological testing is cancelled with less than three business days notice. Cancellation charges for all other cancellations and broken appointments are calculated as per the table below, and are not billable to the insurance company of an insured client:

Amount of Professional Time Reserved for Therapy Consultation or Examination	Amount of Business Days' Notice of Cancellation Required	Amount of Charge for Canceled Time
One Hour or less	One Full Business Day (24 hours) Less than 24 Hours Notice, but more than 2 Hours Notice Less than 2 hours Notice or No Notice	No Charge One Half Charge Full Charge
More than one hour, less than 6 hours	Three full Business Days (72 Hours) Less than 3 Business Days Notice but more than 24 hours Notice Less than 24 Hours Notice, or No Notice	No Charge One Half Charge Full Charge
Six hours or more	Five Full Business Days Less than 5 Full Business Days, but more than 3 Business Days Les than 3 Full Business Days or No Notice	No Charge One Half Charge Full Charge

Agreement: This statement shall be considered an agreement between the doctor, and the client retaining him, unless otherwise documented in writing by the doctor. All agreements with the doctor are in writing, with any modifications also required in writing. No oral agreements shall supercede this agreement. Should the examiner, in his sole discretion, choose to waive any requirement under the terms of this agreement, it shall not be deemed a subsequent waiver of that requirement or any other requirement under the terms of this agreement. The doctor, in agreeing to provide this service, is specifically relying on the client's agreement to abide by each of the terms of this agreement.