

Empowering Systemic Therapy, LLC

Ryan Forrest, MA, LPC, LMFT

80 Garden Center
Suite 220-A
Broomfield, CO 80020

Missed Appointment Policy:

- 24 hour Notification to Cancel an Appointment- **NO CHARGE**

First Time

- Less than 24 hour Notice to Cancel an Appointment- \$30.00
- Missing an Appointment Without Cancelling- \$30.00

Second Time

- Less than 24 hour Notice to Cancel an Appointment- \$45.00
- Missing an Appointment Without Cancelling- \$45.00

Third Time/All Future Missed Appointments

- Less than 24 hour Notice to Cancel an Appointment- Full agreed upon therapy fee
- Missing an Appointment Without Cancelling- Full agreed upon therapy fee

I have been notified of the above policy.

Client Signature

Date