

**Austin Area Speech and Language Services**

3103 Bee Caves Road, Suite 104

Austin, TX 78746

(512) 327-2083

Fax (512) 327-0808

Cancellation Policy

We ask that you notify us of any cancellations (for evaluation or treatment sessions) at least 2-4 hours in advance. Please understand that we reserve that time just for your child and that we spend valuable time planning activities.

Failure to notify us will result in a \$25 charge for the first two occurrences (payable at your next visit). Thereafter, a \$50 charge will apply for subsequent occurrences (payable at your next visit). If you cancel without reasonable cause greater than 50% of your scheduled visits or “no show” (this means you fail to show up or call at any time to discuss your failure to show with your therapist) twice or more within a six week period, you risk discharge. Your child’s progress depends greatly on his/her consistent attendance.

Your cooperation and understanding is greatly appreciated.

\_\_\_\_\_  
Client/Parent signature

\_\_\_\_\_  
Date

