

Cancellation Agreement

BrainWellnessProgram.com
Wellness Consulting INC
Lori Bergstrom, MFT

We ask our clients to respect our cancellation policy so that we are able to set aside future appointments for them. Cancellations must be provided by phone or email to our practice.

A cancellation fee will apply if less than 24 business hour notice is not provided. For example, Monday 1 PM appointment should be cancelled on or before Friday 1 PM to avoid a cancellation charge. A Tuesday 1:00 appointment should be cancelled on or before Monday at 1:00 to avoid a cancellation charge.

- Our cancellation fee is \$40 minimum per 45-50 minute unit of time booked, or 50% of your contracted rate – **whichever is greater**. A cancellation fee may be more costly than a client's copayment due at time of service.
- Cancellation fee's are remitted to the practice directly and are not covered by insurance.
- Cancellation fee's are assessed regardless of the reason for a cancellation, whether that reason is illness, schedule conflicts, child-care, etc.

An alternative to cancelling a scheduled visit is to request a tele-remote visit during the same time as your scheduled visit.

Thank you for your attention and care to this important policy.

I/WE agree to this policy.

Responsible Party Signature

Printed Name

Date