

**Speech and Language Services Fee for Service Model
Fee Schedule and Attendance Policies**

About the H.A. Leeper Speech

Client Attendance and Payment Policies

Policy on Attendance

We expect clients to attend all of their scheduled therapy sessions. If clients are unable to attend a session, we request a notification **at least 24 hours in advance**. Where possible, clients will be offered a “make-up” session. Rescheduling of make-up sessions is at the discretion of the clinician based on availability. Repeated cancelations may result in being removed from the active caseload.

Attendance Policy on No-Show

Clients who miss an appointment without a prior notification or communication will be considered as 'no show'. Clients who 'no show' for two (2) consecutive appointments will be removed from the active caseload and their timeslot will be offered to the next available client on the waiting list.

Attendance Policy on Lateness

We expect clients to be on time for their assessment and therapy sessions. If clients expect that they will be late, please notify the Clinic's front desk office by phone at 519.661.2001 as soon as possible. S042016 (1665) DE SO 0000090250 01212202 TeV12B/02202 Wed 16584F062Tfm10 (1)