

Psychological Center for Growth and Development

200 Gordon Avenue
Thomasville, GA 31792
(229)226-0741 Fax (229)227-9360
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No Show & Late Show Policy

- ❖ To ensure that we are able to provide appropriate and consistent services for both you and your family, we ask that you make every effort to attend all scheduled appointments.
- ❖ If you are unable to attend a scheduled appointment, please call to notify our staff of your intended absence at least 48 hours in advance at (229) 226-0741.
- ❖ **No Shows:** If you miss two appointments in a row, or in a time period of two months, without an advance call, you will need to call us to re-schedule and you will be reminded of our policy at that time. If there is a third No-Call/No-Show, all future appointments you have will be cancelled and you will be referred to another office. If you are a new patient, we will not reschedule an intake appointment after two missed intake appointments. If you miss two appointments for psychological testing we will not reschedule. This may be reconsidered if you would like to pay a fee for the missed testing appointments.

Late Show Policy:

- ❖ Parents and families are asked to come at least 10 minutes prior to their scheduled appointment time, to check-in and complete intake paperwork if necessary.
- ❖ **Late Shows:** To ensure timely, consistent and comprehensive care, and to avoid inconvenience to your fellow patients, those who arrive more than 15 minutes past their scheduled time will need to be rescheduled.

I have read, understood, and agreed to follow these conditions.

Parent or Guardian Printed Name: _____ Date: _____

Parent or Guardian Signature: _____

Please review carefully and return the signed form to the Front Desk staff.