



Crystal J. Fitzpatrick, PhD, APN
39 Tamarack Circle, Skillman, NJ 08558-2019
(908) 419-8931 • fax (908) 636-2574
cjfitz14@aol.com
<http://FitzpatrickConsultation.com>

CANCELLATION & MISSED APPOINTMENT POLICY

A therapeutic relationship is built on mutual trust and respect. As such, every effort will be made to be on time for your scheduled appointment, and ask that you give the same courtesy of a call when you are unable to keep your appointment. Please read, sign, and date the cancellation & missed appointment policy below.

1. If you are unable to keep a scheduled appointment, you must contact the office via phone or text at least 48 hours in advance.
2. If you fail to notify the office of your cancellation within the time stated above, and miss your scheduled appointment, a full fee for the session you have missed or cancelled will be charged.
3. At the time of cancellation, another appointment will be offered to you that may work better for your schedule.
4. Three (3) missed appointments – they need not be consecutive – can result in an administrative discharge from the practice.
5. To cancel or reschedule appointments, or if you need additional information, please call or text **(908) 419-8931**

I HAVE READ AND UNDERSTAND THE CANCELLATION/MISSED APPOINTMENT POLICY OF FITZPATRICK CONSULTATION AND TREATMENT, LLC.

PRINT NAME

PATIENT SIGNATURE

DATE