

## CLINIC POLICIES

### HEALTH & WELFARE:

- If you/your child/an accompanying sibling is sick (in the beginning stages of a cold or pink eye, has had diarrhea, a fever, or vomited in the past 24 hours), please cancel and re-schedule the session.
- If your child has had a bad day that is likely to affect cooperation during therapy, please notify the clinician. In some instances, it might be advisable to re-schedule the session.
- If your child's behavior results in minimal therapy or a mutually-agreed-upon shortened session, you will still be charged for the clinician's time and efforts.
- If you are coming to the clinic directly after school or right before mealtime, please provide your child with a snack and drink prior to the session (not to be consumed during therapy).
- If your child is in the beginning stages of toilet training, please use a pull-up during therapy and bring a change of clothes. In case of an accident, you will be asked to change your child.

### ATTENDANCE:

- If you must miss a session, notify your clinician at least 12 hours in advance. Late cancellations may be subject to a \$50.00 Late Cancellation Fee.
- If you miss a session without notifying the clinician, you may be charged a \$50.00 No Show Fee.
- If you have more than three 'No Shows' within a six-month period, services may be terminated.
- If you have inconsistent attendance, therapy may be terminated so others may have access to our services.

### WEATHER:

- If Lincoln Public Schools closes due to bad weather, our clinic also closes.
- Listen to local radio and TV for weather-related closings.
- We *will not* notify each client individually.

### SAFETY:

- If you provide your clinician with a phone number where you can be reached, you are welcome to leave during your child's session. You must return at least 5 minutes before the session ends.
- If siblings accompany you to therapy, they must always remain seated with you, use quiet voices, and mute electronic devices so they do not disrupt therapy sessions or clinic operations. Please bring a quiet activity to occupy your child while they wait.