

The Emmaus Center
Counseling in the Catholic Tradition
1908 North Laurent Street, Victoria, TX Suite 140

Appointment Cancellation Policy

Because Emmaus Counseling Center office space and appointment slots are extremely limited at this time, beginning Monday, January 25, 2016 it will be the policy of Emmaus Counseling Center to charge a \$25 fee for any missed or "last-minute" cancelled appointment. This charge will apply to appointments cancelled without advance notice of at least 24 hours prior to the scheduled appointment start time.

Recurring cancelled appointments and/or excessive unplanned time between sessions may dramatically reduce the effectiveness of psychotherapy and spiritual direction. Consequently, in addition to imposing the fee penalty, Emmaus Counseling Center also reserves the right to terminate a case if this should occur.

If you have any questions about this policy, please ask your service provider.

Person Responsible for Making Payment to Emmaus Counseling Center:

Signed Name

Date

Printed Name