



Attendance Policy Acknowledgement

It is expected that you attend the program as you have been scheduled by your treatment team. It is understandable due to unforeseeable circumstances that you may be late or unable to attend. If you miss more than three consecutive sessions, you may be required to receive an assessment to determine if your current level of care continues to be appropriate. If we do not hear from you after three consecutive missed sessions, you will be administratively discharged from the program.

Please know that treatment success relies on your commitment to treatment. Missed appointments can significantly affect your response to treatment. We ask that you remain committed to services. If you find that the therapy schedule is inconvenient for you or your family, talk to your therapist and/or office staff to determine if other scheduling options are available.

All patients arriving more than fifteen-minutes late for appointments will have to be rescheduled, unless there is availability within the practitioner or therapist's schedule. The patient will be scheduled for the next available session that meets their scheduling needs.

If an appointment must be canceled, patients are asked to provide 24-hour notice by contacting the Facility. Alpine Health recognizes that emergencies occur that prohibit patients from providing 24-hour notice. Should a patient experience an emergency (for example, inclement weather, contagious illness, family member death, serious injury and/or hospitalization) they are asked to contact the Facility as soon as possible to inform the team of the cancellation and reason for the cancellation.

Alpine Health maintains the right to administratively discharge patients that do not follow the Facility's attendance policy.

I have read and understand the Facility's attendance policy:

Patient Signature: _____ Date/Time: _____

Staff Witness Signature: _____ Date/Time: _____