



Atlantic Speech Therapy

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Attendance Policy

Please keep this page for your records

We appreciate at least 24 hours notice for any cancellation. However, we understand that someone can become ill suddenly or that an accident may occur and that in these instances you may need to cancel on short notice. Therefore, our policy requires you to call our office to cancel your appointment at least two (2) hours prior to your scheduled therapy time. If your Speech-Language Pathologist/Assistant has to travel off site for your visit, you must also call them two (2) hours prior to your scheduled appointment. You may choose to schedule a make-up session for an alternative time if therapist has availability.

It is the policy of Atlantic Speech Therapy to discharge a patient from services after three consecutive unexcused absences (no call/no show) on the patient's behalf. If you have any questions in regards to this policy please contact our office.

Atlantic Speech Therapy will be closed the following holidays:

January 01, 2014 – New Year's Day
January 20, 2014 – M L King Day
April 18, 2014 – Good Friday
May 26, 2014 – Memorial Day
July 04, 2014 – Independence Day
September 01, 2014 – Labor Day
November 27, 2014 – Thanksgiving Day
November 28, 2014 – Day after Thanksgiving
December 24, 2014 – Christmas Eve
December 25, 2014 – Christmas Day