



Erin K. Gist, MA, LMHC, CMHS  
12220 113<sup>th</sup> Ave. NE, Suite 210, Kirkland, WA 98034  
E: erin@renovacounseling.com  
P: 425-502-5641  
F: 425-633-2273

## Cancellations/Missed Appointments

It is understandable that at times it is necessary to cancel an appointment. If you must cancel your appointment please contact me at least **24 hours in advance**. This ensures I can see other clients in the opening and can plan accordingly. Any appointments or cancellations with less than 24 hours notice will be charged the regular per-session rate. If the therapist determines it is an emergency, the charges will be waived. Most insurance providers do not cover missed appointment charges. You will be charged a full session fee for any sessions that have to be shortened due to your late arrival or early departure.

I have read this and I understand the conditions as stated above.

\_\_\_\_\_  
Client's Name

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature (if needed)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Therapist Signature

\_\_\_\_\_  
Date