



Client Cancellation Policy

This policy has been updated on November 29th, 2023.

In order to cancel an appointment, please use one of the following methods of communication:

1. Call the front desk at 508-233-2293
2. Email contact@thelarkcenter.com

It is expected that each client will maintain at least an 80% attendance record over the course of each 3-month period (quarter.) Clients unable to maintain this percentage may be subject to postponement of their sessions until a more suitable time becomes available. Repeated failures to maintain 80% attendance may result in the client's discharge from clinical services.

Appointments that are canceled (for any reason) with 48 hours or more advance notice will be subject to our minimum cancellation fee of \$30.

Appointments that are canceled with less than 48 hours notice will be subject to a cancellation fee of \$60.

Appointments that are missed with no email or phone call will be subject to a no-show fee equal to the full session fee.

Any appointment from which the client is sent home sick before the end of their appointment will be subject to the full session fee.

Thank you for reading and understanding the cancellation policy.

The Lark Center Team

Client's Name: _____

Parent/Caregiver Name: _____

Sign: _____ Date: _____