

## **TRINITY CHRISTIAN COUNSELING CANCELLATION POLICY**

When you schedule an appointment, that date and time is reserved especially for you. As therapists, we clear our calendar to focus on your needs and concerns. We prepare for your session and spend time structuring your appointment to meet your goals and expectations.

When you cancel with less than 24 hours-notice, we are unable to fill that date/time with another client. There are others who are waiting for the next available appointment and when a session is cancelled on short notice, the time is lost to another potential client.

We appreciate your consideration and cooperation in keeping your appointment as scheduled unless an unforeseen illness, emergency or hazardous weather causes your cancellation.

Appointments cancelled with less than a 24 hour notice will be subject to a cancellation fee of 50% of your customary charge. Insurance companies do not reimburse for missed appointments.

I have read, understood and agree to this policy.

---

Client Signature

---

Date

Trinity Christian Counseling  
117 Cass Avenue  
Suites 300 and 309  
Mt. Clemens, MI 48043  
586-468-0401  
[counseling@trinityct.org](mailto:counseling@trinityct.org)