



601 W. Mahone  
Artesia, NM 88210  
575-746-2566

## Our Attendance Policy:

- **Your attendance is imperative to getting better faster and returning to the activities you enjoy.**
- **The number of visits per week that your therapist has planned for you is important to reduce your symptoms and help you have a quicker recovery.**
- **Our therapist's time is valuable. They have blocked time for you on their schedule. Giving them 24hrs notice when you can't make an appointment allows them to schedule someone else during that time.**

\_\_\_\_\_ I understand the importance of regular/consistent attendance to my therapy appointments.

\_\_\_\_\_ I respect my therapist's time and the importance of providing 24 hours' notice when I am unable to make my appointments.

\_\_\_\_\_ I understand that should I have 3 consecutive cancellations with less than 24 hours' notice, or 2 consecutive no-show appointments (or a combination of both equaling 3) that my doctor will be notified and I will be discharged from therapy.

\_\_\_\_\_  
Print Patient's name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Patient's signature