



Appointment Policy

We appreciate the trust you have in us and will provide the quality and confidential care you expect. We do value and know that your time is important. Therefore, you can expect to be treated with respect and we will do our best to keep your appointment on time.

We understand that circumstances occur that interfere with you keeping certain appointments; however, we do kindly ask that you give our office 48-hour notice prior to your appointment cancellation. This will allow us to take your reserved time and offer it to someone else. If missing or canceling your appointment becomes excessive, we may not be able to reappoint a reserved time for your visit. After three or more missed appointments, we do reserve the right to terminate our therapist-client relationship.

Although we do have an appointment reminder service in place, it is still your responsibility to remember your appointment. All no-shows and cancellations within **24 hours** of appointment will be charged **\$50**.

Hillcrest Therapy Center has contracted with Arkansas Therapist Connection to assist with scheduling and billing services. To cancel or reschedule an appointment or for any scheduling or billing inquiries, please contact Arkansas Therapist Connection at 1-888-Therapy (1-888-843-7279).

Signature: _____

Dated: _____