

Common Sense Healing Cancellation Policy

Thank you for choosing Common Sense Healing!

Please review our cancellation policy below and respect our time and your treatment plan by providing advanced notice for cancellations.

Please contact us at least 24 hours to cancel or reschedule your appointment.

We enforce a strict cancellation policy, and you will be charged the full amount for your scheduled appointment time if cancellation or rescheduling is less than 24 hours.

- This charge will be either automatically deducted from the card provided at booking or deducted from an outstanding balance of an existing treatment package purchased.
- should you arrive later than your appointment time you may have a shortened service, or you may still receive your full service if time allows, depending on the providers schedule.
- if you arrive 30 minutes late for your scheduled appointment your appointment is cancelled by late/ missed appointments/no show.

We are aware that extenuating circumstances may prevent patients from making their appointments, and we do respect that. We ask that you please communicate your circumstances with us, and we will do our best to accommodate your situation. Communication by phone, e-mail, or text with Dawn or Bob to ensure the most efficient use of client and providers time and resources.

if you need to cancel your appointment, please do the following:

- **1) Call or text** our business office at **(540) 269-4911**.
- **2) Email your provider** at commonsensehealingllc@gmail.com if you do not get a verbal or text response within 30 minutes of your call, or if you are within 30 min of your 24-hour deadline. These communications will serve as proof of adequate notice and will determine whether a fee will be charged to your account.

I _____ (please print name), have read the above policy and acknowledge that I will be charged the full amount and am responsible for payment of my scheduled appointment if I cancel or reschedule with less than 24 hours' notice.

Patient Signature

Date