



Thomas B. Allen, II, Ph.D., Director
Brian D. Fay, LCSW
Christine Migdole, LCSW
Suzanne D. Pascoe, LPC
Nancy C. Lucas, LCSW
Loren B. Sterman, LCSW
Mari-Jo MacInnis, LMFT
Christie M. Hunnicutt, LCSW
Eric B. Fabricant, LCSW

Susan A. Scott, LMFT
Lauren J. Janush, PMH, APRN-BC
Lisa Donovan, M.D.
James Archambeault, LADC
Ellen H. Pfarr, LCSW
Colleen Shay, Ph.D.
Tracy A. Shiring, M.S. ED
Tori Piraino, LMSW
Lucy Solari, LMFT

Please read and sign the front and back of this form.

No Show/Late Cancellation Policy

The Clinical Staff at *PATHWAYS* requests that you give at least 24 hours notice if you will not be able to make a scheduled appointment. If a Monday appointment needs to be cancelled a call must be received on Friday by 3pm. With sufficient notice we can usually offer your appointment time to another patient and fill that slot.

Please be aware that if we **do not receive at least 24 hours notice** you will be charged a fee of **\$75.00**. Due to a variety of extenuating reasons; which may include but are not limited to: illness and car trouble, and in order to be fair to all patients, there can be no exceptions to this policy. We also understand that repeated no shows may indicate that someone is not yet ready to commit to treatment at this time. This should be discussed with your therapist so that appropriate planning can take place.

By signing below, I hereby understand and agree to comply with the above no show/late cancellation policy.

Signature of Patient/Guardian

Date

Signature of Witness

Date

251 Westbrook Rd., Essex, CT 06426 Phone: 860-767-1277 FAX: 860-767-7712
314 Flanders Rd., Suite 2B, East Lyme, CT FAX: 860-691-1546
388 East Main St., Suite 11 L, Branford, CT 06405 FAX: 203-208-0045
152 Broad St., Guilford, CT 06437
www.pathwaysessex.com