

Practice Policies

Fundamentals in Nature

PRACTICE POLICIES

APPOINTMENTS AND CANCELLATIONS

Your child has an ongoing scheduled therapy time to ensure continued progress.

- We request 24 hour notice for a cancellation of an appointment via text or call
- If a request for reschedule is made more than 24 hours in advance, the therapist will do their best to offer a reschedule option
- In the event that the therapist needs to cancel, the same policy will be followed.
- If frequent cancellation/rescheduling happens, the therapist may request a meeting to discuss attendance and make a plan together to ensure continued progress with therapy. If more than 3 sessions are canceled under 24 hours notice, the therapist reserves the right to discontinue therapy.

The standard meeting time for occupational therapy is 60 minutes, where roughly 45 minutes is spent 1:1 with the child, and the last 15 minutes spend debriefing, answering questions, and providing parent education on how the session went and home programming to complete in between sessions and completing payment for the session. The amount of time may vary session to session, as we may spend more time together if we choose to focus a session on parent education or coaching.

-Please use our session time to discuss your specific questions about your child's treatment or implementation at home. If needed, we can schedule an additional session or phone consultation.

TELEPHONE ACCESSIBILITY If you need to contact me between sessions, please leave a message on my voicemail or text. I am often not immediately available; however, I will attempt to return your call within 24 hours. Please note that Face-to-face sessions are highly preferable to phone sessions. However, in the event that you are out of town, sick or need additional support, phone sessions are available. If a true emergency situation arises, please call 911 or any local emergency room.

ELECTRONIC COMMUNICATION

I cannot ensure the confidentiality of any form of communication through electronic media, including text messages. If you prefer to communicate via email or text messaging for issues regarding scheduling or cancellations, I will do so. While I may try to return messages in a timely manner, I cannot guarantee immediate response and request that you do not use these methods of communication to discuss therapeutic content and/or request assistance for emergencies.

MINORS

If you are a minor, your parents may be legally entitled to some information about your treatment. I will discuss with you and your parents what information is appropriate for them to receive and which issues are more appropriately kept confidential.

TERMINATION Ending relationships can be difficult. Therefore, it is important to have a termination process in order to achieve some closure. The appropriate length of the termination depends on the length and intensity of the treatment. I may terminate treatment after appropriate discussion with you and a termination process if I determine that the treatment is not being effectively used. I will not terminate the therapeutic relationship without first discussing and exploring the reasons and purpose of terminating. If treatment is terminated for any reason or you request another provider, I will provide you with a list of qualified occupational therapist to treat you. You may also choose someone on your own or from another referral source.

BY SIGNING BELOW I AM AGREEING THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ITEMS CONTAINED IN THIS DOCUMENT.