ORTIZ PSYCHOLOGICAL SERVICES

SYLVIA ORTIZ, LCSW 14742 Plaza Drive Suite 202 Tustin, CA 92780 (714) 726-2794

CANCELLATION POLICY

| If you fail to cancel a scheduled appointment, we cannot use this time for |
|--|
| another client and you will be billed/charged for the entire cost of the |
| missed appointment. |

A full session fee is charged for missed appointments or cancellations with less than a 24-hour notice.

| Thank you for your consideration. |
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| Client Signature (Client's Parent/Guardian if under 18) |
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| Today's Date |