



**Children's Therapy Connections**  
kidsconnectnow@gmail.com ~ ph. 708-226-9200

**PATIENT SERVICE AGREEMENT**

We want to thank you for choosing Children's Therapy Connections for your child's therapy needs. We are confident we will make great strides towards meeting your goals. If at any time you have any concerns or questions, please do not hesitate to speak to your therapist, Kate Holdt or Sarah Geiger. We will work swiftly to address any issues or to provide you with information you may need. Our philosophy is to treat the whole child, considering all aspects of their development, and create a specific treatment plan that will help children reach their optimal potential.

**Waiting Area Policy:** Children cannot be left unattended in the waiting room. All children must be accompanied by a parent/guardian or responsible party in the waiting area prior to and after each therapy session. For safety reasons, children will not be permitted to leave the clinic to wait at the door for their ride.

**Leaving CTC during Therapy Session:** It is courtesy of Children's Therapy Connections to allow parents/legal guardians or caregivers to leave the premises during their child's appointment. Please use our sign in and sign out sheet. If you will be leaving the premises, we ask that you leave a cell number in case you are needed back before the end of the session. However, it is very important to be back on the premises 10 minutes before the patient's appointment is scheduled to end so the therapist can discuss treatment with the parent/legal guardian or caregiver. If your child has a history of unstable medical or behavioral conditions, you or a trained caregiver will be required to stay in the clinic during your child's treatment session(s). This will be determined by the treating therapist.

**Scheduling:** Consistent attendance at scheduled therapy sessions is necessary to make progress and to meet the goals of therapy sessions. While your child may have a set weekly appointment, we will still schedule weekly and will notify/confirm appointments at your preference, via telephone and/or text or email. When cancellations or "no-shows" are excessive (greater than 3 absences per quarter) for two quarters in a row, your child will lose his/her regularly scheduled time slot. Options can be discussed at this time including home programming, weekly available open spots due to other cancellations or placement on our waitlist. Please see our "24 Hour Cancellation and No-Show Fee Policy for additional information.

We reserve the right to cease/decline services to a family/child without prior notification.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_