

**Nurturing Life Concepts, LLC**  
**Wendy A. West Pidkaminy, LCSW-R**  
**Executive Officer**  
**Appointments and Cancellation Policy:**

\*Regular attendance at your scheduled appointments is one of the keys to a successful outcome in counseling. We reserve an hour or more for each appointment.

\*Appointments canceled at the last minute are very detrimental to NLC and this practice. Therefore, we ask that you notify us a minimum of one full business day (24 hours, Monday through Friday) prior to your appointment if you need to cancel.

\*Appointments for Monday must be canceled prior to Friday at 4:00pm.

\*Appointments for Saturday must be canceled prior to Thursday at 4:00 pm.

**\*You will be billed for appointments you fail to cancel in accordance with this policy. Currently, the fee billed for this is \$85.00. Repeated late cancellations or missed appointments will be billed at the full fee of \$125.00 or \$175.00 and may result in termination of treatment.**

**If you no show for an appointment, it is our policy to cancel all future scheduled appointments until the past due fees are paid in full.**

Appointment availability varies with the client load at the time. High demand appointments (off hours, late afternoons, Saturdays) are likely to be sporadic in their availability.

We reserve the right to limit commitments of high demand appointment times to any particular client in order to meet the needs of all clients and balanced workloads.