

Attendance Agreement/Cancellation Policy

Hippotherapy, Occupational Therapy, Therapeutic Riding, and Physical Therapy Services

Dream Therapies makes every effort to provide quality service to our clients. A large amount of time goes into properly preparing for hippotherapy and therapeutic riding sessions. This includes, but is not limited to, coordinating client and volunteer/staff times, equine grooming, warm up and tacking, arena preparation, volunteer labor and travel hours, in addition to the therapist/instructor preparation and travel time for session.

In order to ensure the ongoing success and existence of this program, we therefore require that ALL CANCELLATIONS be done a minimum of 3 hours prior to each therapy session. In addition, cancellations of 2 or more weeks in succession **may** result in the loss of your appointment time. Your therapist/instructor will make every attempt to work out a more success time slot in this instance.

After the initial evaluation, clients will typically be assigned a treatment time that they maintain on a weekly basis or as otherwise outlined on the treatment plan may not be modified so as to accommodate non-therapeutic reasons that include not wanting to see a specific therapist. A client's assigned treatment time may ve serviced by any of our staff or contract therapists as long as it stays within the treating discipline (e.g. Occupational Therapist, Physical Therapist, or Therapeutic Riding Instructor).

There are occasions that occur where the frequency (e.g. once per week) cannot be maintained for acceptable reasons. These instances may include illness, family emergencies, family vacations, pre-arranged doctor appointments, unexpected situation such as car problems, during occasional periods, of time where the facility is closed to clients for upgrades, etc. and so forth. It is Dream Therapies policy that a pre-arranged absence due to not wanting to see a specific therapist (as noted above the times may be serviced by any of our therapists) is not an acceptable interruption in the treatment frequency. If a family chooses to cancel for this reason (not wanting to see a specific therapist) they will have that schedule tine filled by another client or client(s), which may include current clients or clients currently waiting for services.

I have read the above and been given adequate time/opportunity to understand this attendance and cancellation policy and agree to its terms and conditions.

Signature and printed name of client/client's parent/legal guardian

Date

Signature and printed name of witness

Date