

GENERAL OFFICE POLICY STATEMENT

- Please discuss any allergies or other special accommodations for your child prior to beginning therapy so that we can do our best to meet your needs.
- Please refrain from bringing peanut or peanut products into the office and work area.
- Snow Policy: The office automatically follows any school closings related to inclement weather. Additionally, your therapist should be contacted regarding your desire to cancel a session due to driving conditions, and rescheduling when possible is much appreciated.
- We must keep our workspace and observation areas quiet for the sake of the client(s) in therapy and also so that the parents watching their child, are able to hear what is happening inside the therapy room.
- Treatment space is solely for the use of our employees. For liability reasons, children who are not directly supervised by a therapist in treatment may not be in the kitchen area or surrounding office property unattended. Designated observation space is available for parents and siblings.
- If you opt to leave the premises during your child's session, please make sure the therapist has a way to reach you (cell phone) in case of any emergency. Please return to the office no less than 5 minutes prior to the end of your child's session. For example, if your child is seen from 1-2 pm, you must return to the office by 1:55pm. Your child's therapist may not have time to discuss your child's session or transition to the next client.