

Attendance Policy

EVENT	ACTION
If you Do Not Attend (DNA) first planned contact	You will be discharged back to the care of your GP If you feel able to commit to attending appointments in the future you will of course be able to self-refer back to the service
If you phone to cancel your assessment appointment	We will offer you another appointment by telephone or letter
If you DNA a subsequent booked appointment and do not contact the service	We will try to get hold of you to re-arrange the appointment, however, if we have been unable to speak to you within 24 hours we will assume that you do not wish to be seen, your case will be closed and you will be discharged back to the care of your GP If you feel able to commit to attending appointments in the future you will of course be able to self-refer back to the service
If you miss 3 appointments at any time in your therapy process	We will assume that therapy is not appropriate at this time and will discharge you back to the care of your GP If you feel able to commit to attending appointments in the future you will of course be able to self-refer back to the service