

Scheduling & What You Need to Know

The ability to schedule yourself online can be very convenient and empowering and most people benefit from the flexibility it allows. There are a few things that you need to know however to ensure continuous and appropriate frequency of psychotherapy. Also, if this technology does not work for you we can schedule the “old fashion” way. Just let me know!

Most people that seek psychotherapy need more than just a few sessions. It is important that you can see me at a frequency that ensures your proper care. Typically, this is between once a week to once a month. To stay on my schedule and ensure that you have a time slot, you will need to schedule out times a few months into the future and stay “ahead” of my schedule by at least two months. When I say “ahead” of my schedule I mean don’t try to schedule week by week unless you have total flexibility in your schedule. If you try that you will most likely not be able to get in because my schedule will be full.

My online scheduling system will allow you to schedule as many times as necessary 3 months into the future. I suggest all clients schedule themselves 3 months into the future and then readdress the schedule monthly adding more appointments if necessary. The frequency and duration of therapy will be a conversation that we have during the intake appointment and will continue to discuss as therapy progresses.

Remember:

- You can cancel or move an appointment at any time until 24 hours of an appointment start time. There is no issue with taking appointments that you may need to change in the future.
- You can create a login account to see and manage all your appointments. You can also manage appointment from the emails automatically sent to you after you schedule.
- If you schedule an appointment and do not attend or need to cancel within 24 hours I charge the full fee (\$140) due at the next appointment and insurance will not cover this.
- If you decide you are going to stop attending therapy for any reason be sure to let me know so I can allow other people into my schedule.
- If you have not attended therapy in over 2 months please contact me to resume scheduling. I may not have a spot for you immediately.
- If you are scheduling for a teen or partner that is ambivalent about therapy be sure to discuss with them the importance of canceling appointments 24 hours in advance so you do not incur the missed appointment fee.

I look forward to working with you. Please let me know if you have any questions or concerns about the scheduling process.

