



SPEECH SUPERSTARS

3115 East Lion Lane, Suite 160, Salt Lake City, Utah 84121
www.speechsuperstars.com Email: jennifer@speechsuperstars.com

Policies and Procedures

Treatment Sessions

Direct therapy sessions are typically 30 minutes in length. A 45 minute therapy session may be provided upon request. You will receive a treatment note at the end of your child's session. This treatment note is designed to provide you feedback on that specific session, as well as provide your child with homework activities. We believe carryover activities in the home environment are essential to success! Please feel free to ask brief questions at the end of the treatment session, reserving more lengthy discussions for consultation appointments.

Billing

Payment is due on the day of the service.

Insurance

Speech Superstars does not accept health insurance at this time. It is recommended for you to retain all treatment notes, evaluations, progress notes, and treatment plans. We are happy to help you gather the information and paperwork as proof of your child's services if needed.

Cancellations

As you and your child have made the commitment to therapy, we have made the same commitment to you in reserving your scheduled weekly time slot(s). Please give us as much advance notice as possible if you need to cancel an appointment. *If you have a scheduled appointment that your child will not be able to attend, you must contact the office 24 hours in advance. Exceptions to this policy will be made in the event of an emergency or illness. A cancellation made less than 24 hours before a session or a missed appointment or a no-show will be charged the \$50.00.

Inclement Weather Policy

Your therapist will contact you if therapy is canceled due to inclement weather or upcoming holidays. If driving conditions are poor and will prevent you from making your child's appointment, please be sure to contact your therapist as early as possible.

Consultative Services

When needed or warranted, we are happy to schedule appointments for phone or office consultations. Please schedule these with your therapist.

Evaluations

All evaluation reports are sent electronically via secure email.

Parent Signature

Date