

**Cynthia Robles MFT  
Licensed Marriage and Family Therapist**

**Emergency Procedures**

In case of an emergency, please call 911. After calling 911, call Ms. Robles at 951-440-0435 and leave a message. She will return your call upon receiving the message.

**Cancelations and rescheduling appointments**

Any Changes to your scheduled appointments must be made within **24 hours** of the appointment time. This affords others who are waiting to be seen an opportunity to be notified that an appointment is open for them at an early time or date. Always leave a message with your full name and telephone number for a return call. We will call you within 24 hours to reschedule your appointment.

By signing below, you agree to be charged for any missed appointments not abiding by the above policies. You agree to pay the contracted amount made with the provider for services or the amount paid to the provider for services from your third party payer.

**Grievances**

If there is a complaint or grievance regarding the services provided, you may discuss it directly with the therapist. If you feel that your patient rights have been compromised, you may contact the California Association of Marriage and Family Therapists at 619-292-2638.

**Professional Therapy Never Includes Sex.**

**Patient Signature**

\_\_\_\_\_ **Date**\_\_\_\_\_

**Spouse Signature**

\_\_\_\_\_ **Date**\_\_\_\_\_