



ATTENDANCE POLICY

In order to uphold the highest quality of client care and its responsibility to train graduate students, the SLP Clinic at Widener University must uphold the following attendance policy:

Please read and initial each statement:

_____ All sessions will begin and end according to the scheduled time. If a client arrives late, that session will end at the scheduled ending time, and the missed time will not be made up.

_____ If a client arrives more than 20 minutes late for a scheduled session, the session will not be conducted and will be counted as an absence.

_____ If a client exceeds 3 absences in a given semester, and these absences are unrelated to extraordinary circumstances or religious holidays, the client's attendance record will be reviewed by the Director of Clinical Education and clinical faculty to determine if services should be terminated.

_____ Every effort will be made to make up any session missed or canceled by our clinicians. Sessions canceled by the client will most likely not be able to be rescheduled.

Client Name: _____

Parent/Guardian Name: _____

Signature: _____

Date: _____