

ATTENDANCE POLICY
UNIVERSITY OF FLORIDA SPEECH AND HEARING CLINIC

As you know, the University of Florida Speech and Hearing Clinic (UFSHC) is designed as a training center for students majoring in the fields of speech-language pathology and audiology. As such, our students depend on the regular and prompt attendance of their clients for fulfillment of their requirements for graduation and certification.

Due to the fact that we have a long waiting list of clients who would like to be scheduled for therapy, we must enforce the following clinic attendance policies:

1. Regular attendance is required of all clients scheduled.
2. When clients are consistently 15+ minutes late, the supervisor has the discretion to cancel further sessions.
3. If a client is unable to keep an appointment for a therapy session, the clinic office (392-2041 x 277) should be notified in advance (24 hours in advance when possible). However, cancellation of more than 3 therapy sessions in any one academic semester may result in the client's being dropped from the active caseload.
4. A client who is dropped from the caseload will be notified in writing. If a client wishes to be rescheduled for therapy, then he/she must ask to be placed on the therapy waiting list. There is a 6-12 month waiting list for therapy. The wide time range is based on the type of the disorder and our student's educational needs.

Please feel free to contact the clinic coordinator if special consideration is needed, or if you have questions regarding this policy.