



5501 Pinnacle Point Drive
Rogers, Arkansas 72758
479-268-6404

Attendance Policy

- Clients are required to attend a weekly clinic/class during the Reducing and Adapting phases of the program.
- Clients are expected to arrive on time for their scheduled clinic/class session.
- Clients arriving more than fifteen (15) minutes after the scheduled start time may be asked to schedule a make-up session with a counselor at an additional fee.
- During the Reducing and Adapting phases, clients will be allowed to miss no more than three (3) sessions in four (4) months. These absences include excused as well as unexcused absences. Clients missing more than three (3) sessions within any four-month period will be dismissed from the program. Close medical supervision is essential.
- When alternate arrangements need to be made due to schedule conflicts, the New Directions center must be notified at least 24 hours in advance. In an emergency situation, the New Directions center must be notified prior to the scheduled start of clinic/class session. In any case, the client is required to attend another clinic/class session that week or early the following week.
- Clients with absences will be financially responsible for any class sessions that are missed.
- Clients should notify the New Directions office staff at least two (2) weeks prior to vacation so that arrangements can be made for additional products and appropriate counseling.
- In the event a private consultation with a Dietitian or Behaviorist is scheduled, there will be an additional fee for this service.

Client's Signature: _____ Date: _____

Staff Signature: _____ Date: _____