

	<b>NON ATTENDANCE GUIDELINE</b>
<b>Health Service District</b>	<b>CHILD DEVELOPMENT SERVICE</b>

Your child has been referred to this Child Development Service. This service has a “Non Attendance” guideline that you need to know about.

This guideline aims to reduce the number of unattended appointments, which can delay others from receiving therapy.

If you do not attend the health education session, assessment or review appointment/s booked for you without prior notice, your child may be discharged from the service.

If you are unable to attend an appointment for any reason, please telephone our service on the number below to discuss further appointments. Please provide as much notice as possible (preferably at least 24 hours) so that another child can be given the appointment time.

Thank you for your understanding and cooperation. If you have any questions please do not hesitate to contact our service on the number provided below:

**Administration Officer**  
**P:**