**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ MCS Therapy\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**609 W Cottonwood Lane Suite 1 Casa Grande, AZ 85122 ph. 520.251.5166 fax 520.413.5787**

**Welcome to MCS Therapy!**

We are pleased to provide speech, physical, and occupational therapy services here in Pinal County.

Thank you for choosing us to provide therapy for your child. Please take a moment to fill out each of the attached forms and return them to our office. Once we have the attached documents completed your therapist will contact you to schedule your appointment. Attached you will find the following:

* Patient Information
* Insurance Information
* Medical Records Release
* Informed Consent
* HIPPA
* Protocol for the Secure Storage of Medical Records
* Limits of Confidentiality

Therapy sessions are typically one hour in length. Your child will benefit most from his/her therapy if you…..

* Remain present throughout the session
* Help us provide a home program that you can do on a regular basis
* Talk to your therapist, ask them questions address concerns and share successes.
* Have a quiet environment for therapy with minimal distractions (televisions, electronics, siblings)

Cancellation/Sick Policy

If you need to cancel a session we ask that you provide us with at least 24 hour notice. However, we understand that illness and emergencies happen. We ask that if your child is ill, that you please call your therapist and re-schedule. Please note that after 3 consecutive no show, no call missed appointments your child may be at risk from being discontinued from our services.

We look forward to working with your family. Once the enclosed items are completed and returned to the office, your therapist will contact you to set up your start date! We look forward to providing the therapy services that your child needs. Welcome to the MCS Therapy family!

Thank you,

MCS Therapy Staff and Therapist

520-424-1100 Fax : 520-413-5787