



MURRAY STATE
UNIVERSITY

Center for Communication Disorders

SPEECH AND HEARING CLINIC
125 Alexander Hall
Murray KY 42071-3340
270.809.2446
270.809.3963 fax

To our Clinic Clients:

The Murray State Speech and Hearing Clinic is devoted to providing quality services to meet the needs of every client. Attending services at the recommended frequency is important for success. A lack of consistent attendance could adversely impact client outcomes. Additionally, as a teaching facility, graduate students are required to obtain clinical hours through diverse clinical experiences. When clients miss appointments without warning and/or excessively, there are impacts to the graduate student as well.

Space in the clinic schedule is limited and we have an extensive waiting list for services. To ensure we are providing services to meet the needs of our students as a teaching institution as well as serving populations in need, an attendance policy is being implemented.

If a client misses a total of four scheduled appointments with our clinic during a semester, or 2 *without calling*, the client will be removed from our schedule. If desired, the client can complete a reinstatement request form to be reviewed by the clinic in order to be considered for reinstatement of services during the following semester.

While we realize that life circumstances may occasionally interfere with clinic appointments, we ask that you make contact with the clinic office two hours prior to your scheduled appointment time. We value your relationship with the Murray State Speech and Hearing Clinic and appreciate your choosing us to provide services for your communication needs.

Please sign below to acknowledge that you have read and understand the Murray State Speech and Hearing Clinic attendance policy.

Thank you.