



Dear Nutley Family Service Bureau (NFSB) Client,

In an effort to help our clients attend their counseling sessions, NFSB is instituting an Electronic Reminder System. The system will allow the client to choose **only one** method of receiving information regarding their upcoming appointment(s).

Rest assured, all information provided is confidential, secure, and HIPAA compliant. Reminders will be sent approximately 48 hours prior to the date/time of your appointment. Please be aware, a ***cancellation fee of \$25 will be charged for appointments cancelled less than 24 hours in advance, regardless of if you do or do not subscribe to electronic reminders.***

Please choose one of the following:

- I **DO** agree to receive electronic notifications from Nutley Family Service Bureau.
- I **DO NOT** agree to receive electronic notifications from Nutley Family Service Bureau.

Please use the information below to choose the method which will be most convenient for you (you may choose **ONLY ONE**: email message, text **OR** telephone message):

- Email Message

Please confirm your email address: _____

OR

- Text Message

Please confirm your mobile phone number: ____-____-____

OR

- Telephone Message

Please confirm your mobile/home phone number: ____-____-____

Printed Name

Signature

Date

I agree that this agreement may be electronically signed. I agree that the electronic signatures appearing on this agreement are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.