

****Inclement Weather Policy****

The purpose of this policy is to ensure the safety and convenience of both our clients and staff during adverse weather conditions, such as inclement weather, that may impact in-person appointments.

****1. Safety First:****

- The safety of our clients and staff is our top priority. In cases of inclement weather (e.g., heavy snow, ice, severe storms), if you do not feel safe to come into your group, you will need to communicate with your clinician prior to your group time. You will be expected to attend make-up sessions should it result in going over the 2 in a row/3 total absences.

****2. Communication:****

- In the event of inclement weather, your clinician will assess the situation and communicate via email and phone to clients with upcoming appointments at minimum 2 hours before your appointment. Your clinician will make every effort to provide timely notification of any changes due to inclement weather. It is your responsibility to make sure NIC has correct contact information where you can be reached.

****3. Virtual Meeting****

- Sessions will be conducted via zoom. Detailed instructions for joining virtual meetings will be provided when notified. In preparation, you are encouraged to download the zoom application to either your phone or computer.

****5. Zoom guidelines:****

- Clients are expected to be in a private space and not riding in a car/bus or driving. If you have trouble logging in, reach out to your facilitator immediately so we can try to assist. If you will be unable to join zoom for any reason, please communicate with your clinician prior so other arrangements can be made.