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# Rosario Counseling & Associates

June 2012

## New Online Services:

- Schedule Appointment
- Cancel Appointment
- Update Contact Information
- Update Biographical Information
- Send Encrypted Messages to Therapist
- View Upcoming Appointments
- Receive Appointment Reminders



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## Schedule Your Appointments Online!

In an effort to best serve our patients, we have provided a new online scheduling system. This means that, as a patient of Rosario Counseling & Associates, you now have the freedom to schedule appointments, cancel appointments, and update information. You can also send confidential, encrypted messages to your therapist, all from the comfort and privacy of your home. Forgot your appointment date or time? No problem! You can view your upcoming appointments online too. No more waiting to call during business hours.

Receive appointment reminders via email, text message, or phone call the day before your appointment. Talk to the administrative assistant for more information and to get signed up for this convenient new service!

In order to set up your account online, you will need a login name and password that can be issued by our administrative assistant. Once you are logged in, you are able to schedule or cancel an appointment. Please remember to schedule or cancel your appointment more than 24 hours prior to your desired session, or you will be instructed to call the main office. Appointments cancelled within 24 hours of the appointment time will be charged for the session.

### Steps to using Rosario Counseling & Associates Online Scheduling:

1. Go to [www.rosariocounseling.com](http://www.rosariocounseling.com)
2. Click on "Existing Patients" found on the left side of the page.
3. Click on your therapist's name.
4. From this page, you can:
  - Schedule, cancel, and view appointments
  - Update contact and biographical information
  - Send messages to therapist
  - Set appointment reminders

Our goal is to make your time with Rosario Counseling & Associates as stress-free as possible. We hope that this new system provides patients with a sense of freedom and confidence concerning their appointments.