## FEES and PAYMENT AGREEMENT and OFFICE POLICIES

Counseling sessions are 50 minutes. Payment is due at the beginning of your appointment. Cash, checks and Venmo are accepted.

You are responsible for payment of the full fee for each visit. If you fail to pay or are unable to pay you may be referred to another provider.

**There is a twenty-four-hour notice of cancellation required.** If you fail to cancel your appointment 24 hours in advance or arrive later than 15 minutes after appointment time, you will be responsible for the no show/late fee. There is a \$75 fee for returned checks.

## **Fee Schedule**

Intake Interview	\$150.00	Couple\$200.00
Full Session	\$150.00	Couple\$200.00
Brief Session (30 Minutes)	\$75.00	
No Show/ Late Cancellation	\$150.00	Couple\$200.00

## SERVICES NOT BILLABLE TO INSURANCE (BILLED DIRECTLY TO CLIENT)

Consultation/Case management	1-15 mins\$75.00 16-60 mins\$150.00
Reports and letters (1-2 pages)	\$150.00
Each additional page	\$75.00

Voicemail and text messages are checked on a daily basis. I will do my best to return phone messages within twenty-four hours. If I have not returned your call within twenty-four hours, please try again as your message may have been lost. Messages left after 6:30 pm are not checked until the following day. If you have an emergency after that time, call 911, or go to an emergency room. When I am out of town for more than a few days, I will change my greeting informing you upon my return and at that time, I will return your phone call.