

FEE INFORMATION

An initial visit lasts from 45 to 50 minutes, and is charged at a standard fee of \$125.

Individual, marital and family therapy sessions, unless otherwise specified, last 45 to 50 minutes. The standard fee for these sessions is \$110.

Group sessions last 90 to 120 minutes. The standard fee for these sessions is \$50.

Some insurance companies have provider contracts with different specifications. In this case, the contract agreement determines the fee if your provider is on the insurance company's contract list.

We are unable to file insurance claims for Medicare or secondary insurance policies.

Scheduling an appointment reserves a specific time for your therapy. If you need to cancel or reschedule your appointment, **CANCELLATION MUST BE MADE BY PHONE/VOICEMAIL 24 HOURS BEFORE THAT TIME. THE MISSED APPOINTMENT FEE IS \$100 unless otherwise specified in your EAP contract. INSURANCE COMPANIES DO NOT COVER MISSED APPOINTMENTS.** Charges for missed appointments are not made on the basis of circumstances, but solely on the 24 hour advance notice. **If you are added to the Wait List, notified of an available appointment and choose to schedule that appointment, IT IS YOUR RESPONSIBILITY TO CONFIRM, RESCHEDULE OR CANCEL ANY EXISTING APPOINTMENTS.**

Group charges are made based on one's participation in the group. All group participants will be charged for each group whether they are present or not.

An interest rate of 1.5% will be charged on accounts over 30 days past due. This does not include payment which has been billed, under contract, directly to the insurance company. When there is a balance due to be paid by patient, some portion of balance must be paid within 90 days in order to avoid account being sent to Benchmark Receivables Management for collections. Your signature below denotes your willingness to cover all charges incurred to collect overdue fees.

When summaries or assessments are requested for purposes other than filing insurance claims, a minimum charge of \$25 is applied for these services.

There is a \$25 service charge on all returned checks.

By Georgia Law, you have the right to receive a copy of all information stored in your file, or to have that information sent to someone else. Also by Georgia law, the owner of that record (provider of services) has the right to charge a reasonable amount for the costs associated with making such copies. Georgia law (SB30, dated July 1, 2001, has defined such a fee as \$20 plus \$0.75 for each page up to 20 pages, and \$0.65 for each page over 20 pages.

We accept credit card payments through PayPal. There is a 4% convenience fee for this service. Please contact the Office Manager if you would like instructions for making payments through PayPal.

I have read the above and understand the policies concerning appointment scheduling and payments.

Signed: _____

Date: _____

Printed Name: _____