

Whittaker Psychological Services



Informed Consent for Therapy Services

Introduction

Welcome and thank you for choosing Whittaker Psychological Services for your mental health needs. As we look to develop a therapeutic relationship, it is important for you to understand your rights and responsibilities as a client, as well as WPS practice policies.

Confidentiality

Generally, by law, communications between a client and therapist cannot be disclosed. In addition, in most cases, the release of your information requires that you sign a written authorization form granting permission. However, there are some exceptions to confidentiality. These include:

- If there is reasonable suspicion that the client is a danger to oneself or someone else.
- If there is suspicion of abuse or neglect or recurrent domestic harm
- Subpoena- therapist is ordered by court to release information
- Otherwise required by law to release information
- Insurance claims – Therapist at times will need to share information about a diagnosis and treatment with health insurance companies for reimbursement or to determine what care is covered.

Record Keeping

A record describing therapy goals, treatment plans, interventions, our discussions, description of therapy sessions, dates and fees are maintained. These records are kept in a secure location and can only be accessed by me.

Fees and Payment

Payment is expected at the time of service. The fee for an initial appointment is \$200. Follow-up appointments are \$175 per session. These sessions are 45 minutes in length.

For home based services, the fee is \$300 per 60 minutes sessions. Home services that are more than 10 miles from the office location will incur an additional \$50 charge.

I accept all major credit cards, cash or check. A returned check fee of \$30 will be assessed for a check returned for insufficient funds, and your account will need to be paid to date by the next appointment.

If you need to submit a claim form to your insurance company, an invoice can be provided for this purpose. **Please note that insurance does not cover home-based services.**

Additional Services

Testing

The fee for testing services is \$250 per hour. In order to schedule testing, you will need to sign a testing agreement and pay in full prior to the administration.

Telephone Calls, Letters, Attendance to meetings, Reviewing Records

As a courtesy, there is no charge for telephone calls with you or other professionals lasting approximately 5 minutes. However, if telephone consults exceed this time limit, there is a \$30 fee assessed for each 10-minute increment.

A \$90 fee is charged for letters or 504 plans written on your behalf.

If you require my attendance to meetings on your behalf, these services are charged and prorated at \$250 per hour if the meeting is virtual and \$300 per hour in person. In litigation cases, \$350 per hour is charged for preparation and attendance to any legal proceeding.

Appointment & Scheduling

If you are unable to keep your appointment you must provide at least **24 hours notice**. Failure to do so will result in a late cancellation charge billed to you for the full session fee. I reserve the right to terminate therapy with a client who does not show up for two or more appointments.

First time clients - If you schedule and do not show up for your 1st appointment, you will not be allowed to schedule future appointments.

Emergencies

In the event of a mental health emergency please call 911 or go to the nearest emergency room.

Consent for Therapy

By signing below I agree that I have read and understood the treatment agreement provided to me and have had all my questions answered satisfactorily.

I agree to abide by the policies set forth by this document and understand that I have a right to withdraw from treatment at any time.

Name of Client Signature

Date

Name of Parent/Guardian (if client is a minor) Signature

Date