

Responsibility for Payment

Paula Kettula Licensed Clinical Social Worker, Inc.

DBA Porta Verum Psychotherapy Services

I agree to pay for psychotherapy services and other clinical services for the *client* according to the fee agreement between the therapist and the client, or according to the insurance benefits regarding co-pay or co-insurance.

I understand the following terms apply to this agreement:

Payment will be made at the time of service, unless otherwise agreed upon.

The fee for psychotherapy, consultation, letter or report writing or other clinical services is stipulated in the private pay agreement or in EOBs received from the insurance company.

Please inform the therapist as soon as you know if there are changes in your ability or willingness to pay.

Services will be terminated if timely payment is not made as agreed to by this consent.

Consent to assume financial responsibility for these services does not entitle the third-party payer access to confidential information unless otherwise agreed in writing by the above-named client.

Upon your request and upon obtaining the client's written permission, if appropriate, you will be provided with a bill, which is suitable for presenting to your insurance carrier for possible reimbursement. Not all conditions are reimbursable.

This agreement supplements any previous informed consents.

I understand that cancelling the appointment less than 24 hours in advance or not showing for the session will result in a \$120 late cancellation fee.

I understand that some basic information about me may have to be shared with any financial institution used by Paula Kettula, LCSW Inc/Porta Verum Psychotherapy Services in order to complete credit card transaction for my session

By signing below, I acknowledge that I have read the private pay agreement. I understand and agree to take responsibility for the financial obligation stated in this agreement. I have been given appropriate opportunity to address any questions or request clarification for anything that is unclear to me. I understand that I must cancel my financial obligation in writing.