

WILLIAM K STROBEL
703-342-8790

17 HORNER ST
WARRENTON VA. 20186

OFFICE POLICIES

Welcome, I look forward to working with you and providing you with helpful professional services. If you have any questions or concerns about the following, please feel free to discuss them with me.

APPOINTMENTS

Individual appointments are 50 minutes in duration. Couples and family appointments can be extended in certain circumstances

EMERGENCIES

I will return messages left on my answering machine as soon as possible. If you have an emergency which requires immediate attention, go to the nearest emergency room or call 911

CANCELLATIONS

When you schedule an appointment, I reserve the hour for you. If you need to cancel or reschedule an appointment, you need to give 24 hours' notice and no fee will be charged. Otherwise you are responsible for full fee payment. Insurance companies do not pay for missed appointments.

PAYMENTS

Full payment of \$160 for 50 minutes is due at each session. Should you decide to use an out of network insurance I will give you the necessary information to submit your claim.

CONFIDENTIALITY

The content of all sessions is confidential and will not be released or discussed without your consent unless it is an issue that I am ethically and legally obliged to disclose. If you choose to use insurance, your insurer may require that information be provided to them that would otherwise remain confidential.

I HAVE READ AND UNDERSTAND THESE POLICIES AND AGREE TO TREATMENT AND TO ABIDE BY THE ABOVE

SIGNATURE

DATE