

**ROSEMARY S. PRIEST, LPC, LMFT, LMHC, NCC**  
**CLIENT-THERAPIST AGREEMENT**

Fees are an important issue to anyone receiving professional services. The following information will help clarify your therapist's fee policies.

**FEE RATES:** The following standard fees will be billed to your insurance carrier:

Intake appointment ( 1 ½ hrs)	\$125
Individual Therapy, Full 50 minutes	\$ 95
Individual Therapy, Brief, 20-30 minutes	\$ 70
Family Therapy with client present, 50 minutes	\$ 95

**INSURANCE AND THIRD PARTY PAYMENTS:** Your therapist will generally accept insurance assignments (i.e, accept usual and customary fees paid by your insurance carrier); however, each insurance carrier has their unique requirements. Please fill out the insurance information on the form provided as completely as possible. It is in your best interest for you to know what your insurance benefits will cover for your outpatient behavioral health visits, so please contact your insurance carrier to determine those benefits. Your therapist will bill your insurance carrier for you if you choose to use your mental health coverage. You will be expected to pay all non-allowable, co-payment, co-insurance, and deductible charges, if any, when services are rendered.

**PAYMENT METHOD:** Payment/copayment is expected at the time services are rendered. Payment may be made by cash, check, or debit/credit card. Please discuss any special payment arrangements you need with your therapist right away so that a mutual understanding occurs before your balance becomes unmanageable. Your therapist cooperates with the District Attorney's Bogus Check Prosecution and Restitution Program.

**MISSED APPOINTMENTS:** Your therapist has set aside a specified period of time to meet with you. Mutual cooperation is essential in the therapeutic process. Keeping appointments and being on time will help us to maximize our time together. Unless an emergency occurs, 24 hour advance notice of inability to keep appointments is expected. If you are unable to keep your scheduled appointment and do not call ahead to cancel or re-schedule, you likely will be charged for the session, especially for the 5 pm and 6 pm appointments that are after work hours and desired by many clients. Insurance carriers will NOT pay for missed appointments. For your convenience, voice mail messages can be left 24 hours a day 7 days a week by calling this therapist's office landline, 918-747-1649.

**PHONE CONSULTATIONS:** As a rule, your therapist will not charge for brief telephone consultations; however, if telephone therapy is the apparent need, the standard prorated fee will be charged for telephone time.

_____	_____
Date	Client and/or Guardian Signature
_____	_____
Date	Therapist Signature