



1. I have been informed by Sparo Consulting, LLC(Sparo) staff that the standard rate for sessions is \$150 per therapy session (\$160 couples/family) and 200\$ for intake assessment sessions.
2. I have been informed by Sparo Consulting, LLC staff that they currently are accepting AETNA, Blue Cross Blue Shield, and Signa insurance policies as well as Love Therapy Vouchers. Not all plans within these are accepted, including Medicare. Most plans require a co-pay for each session ( *typically listed on your insurance card* ). You may have a deductible on your plan requiring you to pay the reimbursement rate for your sessions. We are able to provide out-of-network services when applicable. Payments can be made via invoice or in person.
3. I have been informed by Sparo Consulting, LLC staff that they may lower the standard rate on a sliding scale basis if they do not accept my insurance based on my financial capability.
4. I have been informed by Sparo Consulting, LLC staff that they currently accept cash, credit cards, or personal checks in payment of the determined rate for services.
5. I have been informed by Sparo consulting, LLC staff that if my check should be returned for insufficient funds there will be an additional \$50 fee added to the determine rate for services.
6. I have been informed by Sparo Consulting, LLC staff that payment for services is due at every meeting. If payment is not received an invoice will be issued to your address and email.
7. I have been informed by Sparo Consulting, LLC staff that if I am unable to make my scheduled appointment I must call the provided telephone number at least **12 hours** prior to my scheduled appointment time or I will be charged for the session a minimum of **\$50**.
8. Sparo Consulting, LLC utilizes an online scheduling system unless we have limited access to internet. *Acuity* Scheduling is the system currently used. Your identifying information (telephone numbers, emails, and apt. times) remains private and only viewable to OTR staff within this scheduling system.
9. If Sparo staff identify a conflict of interest in me receiving services at this practice they will inform me as soon as possible and inform me of any next steps they can provide me with. Sparo staff are bound by the laws and ethical requirements of licensure in our field and state to maintain the confidentiality of my information and will protect it as any client if I were to be referred out and have services ended due to a conflict of interest. I understand that if a conflict of interest occurs Sparo staff are unable to legally provide me with any identifying information regarding the conflict of interest.

Please sign your initial here to show that you have read and understand the material above \_\_\_\_\_



10. **Non-licensed counselors/social workers** may work under the close supervision of licensed professionals. Supervision is similar to consultations but a requirement of unlicensed professionals discussed under the “confidentiality” section of the consent form, in that your counselor will discuss information about your therapy with their supervisor. Supervisors are required to keep all information confidential. If your counselor is non-licensed, contact information for their supervisor will be provided below. All cases are monitored and overseen by the owners Aleata Dawkins, MA, LCPC/LPC, NCC and James Dawkins Jr., MA, M.Div to ensure quality treatment according to Sparo and Licensure Standards and Insurance Plan Provider Contracts.

\_\_\_\_\_  
**Clients/Guardian Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Clinician**

\_\_\_\_\_  
**Date**

Please initial here to show that you have read and understand the material above\_\_\_\_\_