

**CANTERBURY COUNSELING CENTER
FINANCIAL INFORMATION**

The standard fee for individuals, couples or family sessions is \$105. Initial consultation is \$130.00. Any adjustments to this fee amount must be arranged with your counselor.

Unless arrangements are made prior to your appointment, payment will be expected at the conclusion of each session.

Your insurance policy is a contract between you, your employer and the insurance company. If you are planning to file for reimbursement from your insurance company yourself, please inform your counselor or the office manager.

NOTE: It is the client's responsibility to check his/her policy or contact your insurance company to know how your plan covers mental health services. This includes preauthorization for sessions.

PLEASE NOTE:

If your company denies your claim, or you have not met your deductible, you will be required to pay the balance.

***Co-pays are expected to be paid at each session if your insurance plan requires one.**

NOTE:

We do not accept Debit or Credit cards.

***Returned checks** will be charged back to your account along with a \$5 NSF fee.

You may choose **not to file insurance and self pay.** The amount of the session will be determined by your income. Please speak with your counselor about this arrangement.

I choose to Self Pay - Fee \$ _____

It has been our experience that responsibility to this Financial Policy can become a valuable contribution to the therapeutic process.

Please sign to confirm you have read and understand all of the above policies:

Client's Signature

Counselor's Signature

Date _____

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**DECLARATION OF AGREEMENT REGARDING MISSED OR
CANCELLED APPOINTMENTS**

I understand and agree to the following:

1. It is my responsibility to notify my therapist or the office manager **24 hours prior to the scheduled appointment time if I am unable to keep my appointment.** I will leave a message on CCC voice mail after hours if necessary.

2. At the discretion of my therapist, I agree that I will be billed my insurance or EAP company's contracted rate or the agreed upon fee in the event that I fail to cancel **24 hours prior to the appointment.**

Client's Signature

Date

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INSURANCE INFORMATION:

Client's Name: _____

Insurance Company Name: _____

Primary or Secondary (circle one)

Relation to Insured (circle one) Self Spouse Child Other

Fill out below if CLIENT IS NOT primary on insurance:

Primary Insured's Name: _____

Insured's Address: _____

Insured's Telephone Number: _____ DOB: _____

Insured's Social Security Number: _____ Gender: M F (circle one)

Insured's Employer: _____

ALL CLIENTS OR AUTHORIZED PERSONS PLEASE READ AND SIGN:

AUTHORIZATION TO RELEASE INFORMATION:

I authorize the release of any medical information necessary to process this claim.

_____ Date _____
Client's or authorized person's signature

ASSIGNMENT OF BENEFITS:

I authorize payment of medical benefits for services rendered by Canterbury Counseling Center.

_____ Date _____
Client or authorized person's signature