

CONSILIOM, INC.

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FEE SCHEDULE & PAYMENT POLICY

EFFECTIVE October 1st, 2016

The client, or the client's responsible party, is responsible for payment of all fees at the time of service, regardless of insurance company or other coverage. Amounts due over 30 days are referred to collections.

We do not accept insurance payments nor submit insurance claims.

We do not participate in Medicare or accept payments from Medicare.

SERVICE	REGULAR HOURS	WEEKENDS (FRI-MON)
<i>All prices are cash pay at the time of services except where noted.</i>		
Facts of Life Workshop	\$150 per person	
Initial consultation (30 minutes average)	No charge – no clinical record is created	
Individual counseling - cash payment	\$150	\$200
Individual counseling - delayed payment*	\$200	\$250
Group Counseling Sessions - advance payment	\$75	\$75
Conjoint sessions (2 therapists) - cash payment	\$300	\$400
Missed appointments (with notice received less than 24 hours prior to the appointment time)	\$125	\$125
Couples workshop	\$2500	
Private workshops	By arrangement	
On site interventions/Home visits	\$200 per hour plus travel and expenses**	
Court appearances/depositions	\$200 per hour plus travel and expenses**	
Occasional minimal phone consultation for existing clients with an active treatment plan.	No charge	
Extensive phone consultation or correspondence (more than 15 minutes)	\$150 per hour (one hour minimum charge)	
Consiliom intensive shame resilience workshop	\$695	
Paperwork & court preparation	\$200 per hour plus travel and expenses*	
* Delayed payment must be arranged in advance and have a written agreement describing the procedures that apply. **Travel time is billed at the hourly rate, door to door from the Consiliom home offices in Wickenburg, Arizona.		

Rates are subject to change without notice. Check www.consiliom.com/forms for updates.

CANCELLATIONS

A session is considered to be canceled if the client has not arrived within 15 minutes of the scheduled time as indicated on the counselor's computer clock. At that point the late cancellation fee applies.

Initials

CONSULTATIONS

Consultations are not counseling sessions at all. They are informal meetings to discuss the possibility of counseling. There is no charge for these meetings. Our policy is to allow each individual, family or couple one *opportunity* for a consultation at no charge. Consultations are available at the discretion of the counselor and may not always be available at convenient times or in all situations. Consultations may not be rescheduled. If you miss or cancel a consultation all subsequent meetings or sessions are at the regular rates as described on the front of this form.

MISSED APPOINTMENTS

If you are not going to be able to make a scheduled appointment, it is important to notify us at least 24 hours in advance of the session. If we do not receive notice of cancellation at least 24 hours in advance, the cancellation fee of \$125 applies. Please note that we do not check our email or phone messages constantly as we may be in session or otherwise occupied. Thus, regardless of when you send notice, we may not actually receive it for an hour or two. If you are giving notice right at the deadline you probably will not avoid the cancellation fee. It is best to call as soon as you are aware you might not be able to attend.

FEE PAYMENT & COLLECTIONS

All fees are due and payable at the time of service. In the case of group programs, workshops and group counseling, fees must be paid in advance of the beginning of the session or program. In general we do not send invoices or delay payment. In some situations, if you forgot your checkbook for example, we may elect to carry the balance. In the case that we do carry over a balance, all amounts due must be paid within 30 days. Amounts owing after 30 days may be sent to a collections agency at our discretion.

PAPERWORK & COURT PREPARATION

Any request for letters of recommendation, verifications, certification or other paperwork incur the \$200 per hour fee charged in 15 minute increments. Thus the minimum charge for such services is \$50. Time spent reviewing records and other preparation for court hearings, depositions, administrative hearings, and any and all other meetings or hearings on behalf of a client also is charged at the same rate.

We reserve the right to selectively enforce all of these policies at our discretion. Thus we may elect to lower fees, forgive cancellation fees, and take other actions to accommodate client needs. In all such cases the action is at our discretion and we will NEVER charge more than the rates listed on the front of this form. Any such exceptions granted by any staff member or counselor do not constitute a change in policy and do not preclude strict enforcement of all policies at a later date.

I acknowledge that I have received a copy of this fee schedule and the policy statements and had an opportunity to ask questions.

Name (Printed) : _____

Signature: _____ Date: _____