

**Counseling Associates, P.C.**

108 West Clifford Street  
Winchester, VA 22601

**Financial Agreement**

Please Print Client Name:

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**Financial Information You Need to Know About Our Services:**

The diagnostic assessment and treatment plan is \_\_\_\_\_ for the first visit only. For subsequent sessions the fee is \_\_\_\_\_ for individuals and couples. Reviewing written materials including emails, writing reports or letters on behalf of clients are prorated according to the time required. Telephone consultations, other than scheduling are also prorated. Fees are subject to annual increases with notice.

Fees vary for non-clinical services such as consultation and education, Integrative Health education, skills training, groups and energetic workshops are separate from professional counseling services. (See C.G.JungCenter.com)

We are not physicians and therefore do not prescribe medications. We will consult with you for referral to your primary care doctor or to a specialist if you need evaluation for medication.

You are responsible for determining if any healthcare benefits are available to you for counseling services and for obtaining pre-authorization for such services. Unless your therapist participates in your mental health insurance program, you will need to file your own claim with your insurance provider. Our staff consists of Licensed Professional Counselors, Board Certified in Clinical Mental Health and/or Licensed Marriage and Family Counseling, depending on your therapist. If you are seeking reimbursement from your insurance company we will provide you with Provider Statements that include all of the information necessary for proper claims. Some insurance companies do not cover marriage counseling.

Payment of the full fee is expected at the time of service and may be made in cash, check or credit card. We accept MasterCard, Visa, American Express and Discover. Please make checks payable to Counseling Associates, P.C. You are responsible for any and all charges whether they are covered by your insurance company or not. Should you fail to pay any charge, including missed appointment fees, late cancellations charges, or report writing, consultations or other telephone services, you will be charged interest at the rate of 1.5% per month on balances after 60 days. You are also responsible for any collection or attorney fees incurred in collecting money owed to Counseling Associates, P.C.

Cancellations with less than 24 hours notice, including missed appointments, are charged full fee. Your hour has been reserved for you and can only be made available to others with adequate notice.

**Your Privacy Rights:** Please be sure to read and take home the pamphlet titled: “How Counseling Works,” as it is an important part of our agreement. If you are seeking couples counseling, please read and sign the “Agreement for Joint Counseling.”

Your signature below attests that you have read and agree to the above terms, acknowledges your receipt of the pamphlet “How Counseling Works,” and authorizes Counseling Associates, P.C. to furnish the minimum necessary information to your healthcare plan for any reimbursement you may seek.

Thank you.

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Signature

Date

Geoffrey K. Byrd, LPC

Joyce Pace Byrd, LPC

Stephen Armstrong, LPC

Maureen Gorman, LPC

Ellen A. Simonetti, LPC