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Payment Policy

The fee for a 50-minute psychotherapy session is \$140 and payment of the full fee is due on the day of your appointment, unless previous arrangements have been approved in advance. Checks (made out to *Wellspring Healing Arts*) or cash are preferred for payment, however you may also pay with a credit card or HSA health savings plan debit card. Returned checks are subject to a \$40 charge.

If you would like a receipt for your payment for submission to your medical health care plan, a flex spending account, or health savings plan, please email this request to me and it will be sent via email.

A 24-hour advanced notification is required if you are not able to keep your scheduled appointment. This allows the time to be offered to someone else who may be waiting for an opening.

If you do not cancel within 24 hours of your appointment time (Monday appointments need to be cancelled by Friday 5:00 PM), you will be responsible for the full payment of the session. Special consideration will be given for the occasional, true emergency, when 24 hours notice is not possible.

If you arrive late to your appointment, you will still be responsible for paying for the entire session time.

Agreement

My signature indicates that I have read and understand this payment policy, have had an opportunity to ask questions and discuss it with my therapist, and agree to meet my financial responsibilities for the treatment and services that I am receiving. I agree to remit a payment of \$140.00 at the beginning of each of my 50-minute psychotherapy sessions.

Print Name _____

Signature _____ Date _____