

New England Psychological Services

FEE POLICY

1. Clients are expected to pay the therapist any fees or co-pay due at the time of service.
2. Clients utilizing their health insurance for treatment will assume responsibility for payment when their benefits are exhausted for the calendar year. This will occur automatically unless a different arrangement is negotiated with your therapist.
3. Even if you are utilizing your insurance and we bill your insurance for you, you are ultimately responsible for payment of fees. If you are responsible for procuring any referrals either from your insurance company or your primary care physician and our office does not have a valid referral, you may be charged for non-covered services. Therefore, it is important to know the terms of your insurance and provide your therapist with up to date and complete information. If the manual that explains your benefits is unclear, the human services department of your company or your insurance representative will be able to answer any questions you may have.
4. Since the time of your appointment is especially reserved for you, we would ask that you provide 24 hours notification for cancelled appointments. Otherwise you will be financially responsible for the time. Monday cancellations should be called in by Friday.
5. There will be a \$15.00 charge for any checks returned for insufficient funds.