

CARMEL VALLEY COUNSELING SERVICES
LEWIS S. RIBNER, PH.D.
12625 High Bluff Dr., Ste. 202
San Diego, CA 92130
(858) 792-5773

Welcome! We would like to introduce you to some of our important policies and procedures. Please take a few minutes to read this information and feel free to ask any questions.

STATEMENT OF CONFIDENTIALITY

Professional ethics and California State Law specify that communications to therapists (Psychologists, Marriage, Family, Child Counselors, Social Workers, Psychiatrists, etc.) are privileged and confidential, and cannot be released or shared without the written permission of the patient.

There are, however, a few situations wherein the law requires that therapists report certain information. Notably, in situations where abuse of a minor child or an elderly person is suspected or may be occurring, the therapist is required to notify the local law enforcement agency and county protective agency. Therapists are also required by law to warn an individual and the police, of seriously threatened harm to that individual that is disclosed during the course of therapy. In addition, confidentiality may be broken if information is revealed that indicates that a client may cause harm to him/herself.

PROCEDURE FOR EMERGENCIES

Dr. Ribner maintains a 24-hour answering system, and when a true emergency arises outside of normal business hours, he can be paged. Please refer to the "standard charges" section of this form for information regarding fees for telephone consultation.

It is important to understand that we are not an emergency or crisis clinic, and there may be a time when no therapist is readily available. If this happens, and you are in need of immediate support, you are urged to contact the Crisis Team (a 24-hour hotline) at (800) 479-3339, or your local hospital emergency room.

BASIC FEE POLICY

Some medical insurance policies may provide benefits for counseling, thus reducing the direct cost to you. If requested, Dr. Ribner will present you with a monthly statement that you may use for insurance billing purposes.

It is important to understand that all financial agreements are between you and Dr. Ribner, not between Dr. Ribner and your insurance company. You are ultimately responsible for your bill.

If there is a balance on your account, you will receive a monthly statement reflecting that balance. A finance charge is added to all past due accounts. Our office maintains complete financial records of all charges, and payments, and this information is available to you upon request. Your monthly statement will indicate only current charges and any outstanding balance on your account. **It is**

essential that you pay the amount agreed upon by you and Dr. Ribner at each session, thereby keeping your account current.

STANDARD CHARGES

- * Our standard fee for an initial, 60 minute intake session is currently \$325.00
- * Our standard fee for an individual, 45 minute session, is currently \$225.00.
- * Our fee for an ADHD Evaluation is billed on an hourly basis, and will reflect time spent in administration, scoring, interpretation, and report writing. The current fee for a *comprehensive ADHD Evaluation* is \$1150.00 which includes a follow-up session.
- * Our fee for a comprehensive ADHD Evaluation plus Executive Functioning Assessment is \$1350 and includes all of the above. (An evaluation includes the following: Clinical interview, testing, ADHD self report forms, parent and teacher behavior rating scales, physician and teacher consult (for children), family/friend rating scales (adult), Executive Functioning assessment, written report, treatment recommendations and feedback session. Payment is charged in full at the first session.)
- * Consultations to schools, physicians, other professionals, etc., will be billed at our usual hourly rate, and may include travel time.
- * Legal/Court related consultations and services are billed at \$300.00 per hour.
- * Telephone Consultations that are brief and are used to transmit information, schedule appointments, etc., are not subject to charge. More lengthy conversations, wherein advice is sought or therapeutic issues are discussed, may be billed at a percentage of our normal fee, based on the amount of time needed. Please note that insurance companies usually do not pay for telephone consultations and you will be responsible for any charges.
- * Missed Appointments or Late Cancellations are costly to the therapist and deny other individuals the opportunity to use that time. Unless a true emergency exists, we require that all cancellations be made at least 24 hours in advance. If you miss an appointment, or cancellations are not made in advance, you will be charged for that session. Insurance companies do not pay for missed sessions...you will be completely responsible for that charge.

I HAVE READ THE ABOVE POLICY STATEMENT AND AGREE TO THE TERMS HEREIN.

(Date)

(Signature)