

Jason L. Williams, MA, LMFT / Psychotherapy

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FINANCIAL POLICY AND AGREEMENT

FINANCIAL POLICY:

Fees: Counseling sessions are 55 minutes and the fee is \$85.00 per session. Payment is due at the beginning of the session. A credit card is required to be placed on file for any necessary future billing and missed appointment/late cancellations, see below.

Insurance: Contact your insurance provider to verify eligibility and benefits for mental health coverage. If the insurance covers a portion of the therapy session, a co-payment will be accepted at the beginning of the session and 30 days will be given to receive payment from the insurance provider. Patients will be held responsible for all charges not covered by insurance.

MISSED APPOINTMENT/LATE CANCELLATION POLICY:

To avoid a missed appointment or late cancellation fee of **\$85.00**, all appointments must be **cancelled by 12:00pm the previous day**. Cancellations are accepted by phone/voicemail, text or email. If the appointment can be rescheduled during that same week there will be no charge. Charges for cancellations received later 12:00pm the previous day cannot be billed to insurance. If weather is a factor and Tulsa Public Schools are closed there will not be a missed appointment/late cancellation fee.

The \$85.00 fee will be charged to this credit card. Please provide the information below.

CREDIT CARD: VISA AMEX MC DISCOVER

CARDHOLDER'S NAME: _____

BILLING ADDRESS: _____

CARD #: _____ EXP. DATE: _____

THREE DIGIT CID #: _____

I have read and agree to these conditions. I authorize you to charge the above credit card for any missed appointments/late cancellations where the appropriate notice described above is not properly provided.

SIGNATURE: _____ DATE: _____