

Sagebrush Harbor Counseling PLLC

THERAPIST-CLIENT RESPONSIBILITIES:

I am committed to using my professional expertise helping you with whatever problems you bring to counseling or come up during sessions. We will together establish your counseling/therapy goals and will clarify these from time to time.

Please read the following carefully and discuss with me any questions you have before signing.

APPOINTMENTS:

Your appointment time is being reserved for you and is scheduled according to your counseling/therapy needs and appointment availability. Standard appointments are approximately 45-50 minutes long. Half sessions are approximately 25 minutes long.

TELEPHONE CALLS/AVAILABILITY:

When I am not in my office, I am available by telephone. Call my office telephone number: (509)469-2169. If I do not answer myself, leave a message on my confidential voicemail. I return calls as soon as possible. If you are experiencing a mental health crisis, call the 24-hour confidential crisis and information line at 1-800-572-8122 or 509-575-4200. If you are experiencing a mental health emergency, please go to the nearest hospital emergency room.

When in my office, I may, at rare times answer my telephone during your session when I am expecting a call from a physician's office, or a client in crisis. I may need to reschedule your appointment on brief notice if I am called for deployment for crisis support during a major tragedy or accident in a city.

I am unavailable for a month during the middle of summer when I go back home to visit my family and friends in MI. If you would like to be referred to another therapist or would like to touch base on phone or skype during this time, please speak to me about this and I will be happy to arrange it.

CANCELLATIONS:

You will be charged a \$50 for a session you have failed to cancel within 48 hours of an appointment unless you cancel due to an unavoidable emergency. These fail to cancel sessions are not billable to your insurance. If you miss two consecutive appointments, before rescheduling, we will need to discuss your treatment goals and whether you are able to commit yourself to counseling at this time.

FEES AND INSURANCES:

My fee is \$100 per visit. All fees and co-payments are payable at the beginning of each session, cash, check or credit card. My fee for collateral visits will be discussed prior to providing these services. I will work with your insurance company for payment, but ultimately it is your responsibility to pay the outstanding balance if your medical insurance denies payment. Although I will work with you to make a payment plan for outstanding balances, such balances will be referred to a third-party collection service if we are unable to resolve the issue.

