

Myra J. Mayesh, MA, MFT

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INFORMATION FOR CLIENTS

All psychotherapy and counseling services are provided by me, Myra J. Mayesh, Licensed Marriage and Family Therapist, MFC# 45728.

POLICIES

LENGTH OF SESSION: A counseling session is 50 minutes in length and begins at the scheduled appointment time. If you are late, the session will still end on-time and not run into the next scheduled appointment.

FEES:

Fees are pre-arranged before the commencement of therapy and are subject to periodic review. Reasonable notice (60 days) will be given if I raise my fees.

PAYMENT:

Payments are to be made at the time of each session. You may make payments by either cash or by check. A receipt can be provided upon request. *If you owe for two sessions, your therapy may be suspended until your account is brought up-to-date. Overdue or unpaid accounts may be turned over to a collection agency. All sessions are the financial responsibility of the client.*

CANCELLATIONS:

If you must cancel or reschedule an appointment, 24 hours notice is required. If you do not give 24 hours notice, then you are still responsible for the fees, whether you attend the session or not.

RETURNED CHECKS:

There is a charge of \$35 for each check returned by your bank.

INSURANCE:

I do not accept insurance or bill for payments. However, I can supply you with a super-bill that you may submit to your insurance company for reimbursement.

VACATION: When I am away for an extended time period, I will provide the name and telephone number of a therapist who will cover my practice in my absence.

TELEPHONE CALLS:

There is no charge for short telephone calls (less than 10 minutes). Longer calls are subject to fees pro-rated from your regular session fee.

CRISIS:

If you are in crisis, call the Sonoma County Mental Health 24-hour Crisis Line: 707-576-8181 or go to your nearest Emergency Room for immediate help.

I have read and understood the information provided:

Client Name: _____ Signature : _____

Date: _____ Parent/Guardian Signature: _____