### A close up of a necklace  Description automatically generated

**Financial Policy**

All clients are required to have this document on file for therapy services. This form will be securely stored in your clinical file and may be updated upon request at any time. Cash/Check/Venmo/Zelle is the preferred method of payment for your therapy sessions. If you are wanting to use your credit card, there will be a $10 transaction fee. Payment for each session is due at the time of service unless arrangements are made ahead of time. You are encouraged to discuss financial matters with Yvonne Champion at any time.

**Initial Individual/Couple Consultation** – 80-minute session $300

**Individual Session** - 50-minute $200

**Couple’s Session** - 80-minute $275

**Online Telehealth Session** – Individual 25-minute $125/50-minute $200/80-minute $275

**Group Psychotherapy Session** -$80/session

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, am authorizing Yvonne Champion, LCSW/Champion Counseling, to charge my credit card for therapy services rendered, in the event I do not cancel a scheduled therapy appointment, do not cancel my appointment at least 24-hours in advance and make other session arrangements, and for any unpaid balances.

Name on Card: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Credit Card #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Exp.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CVV:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ AMEX VISA MC VISA

Email for billing statement correspondence: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What will be your primary mode of payment for therapy? Cash Check Venmo Zelle Credit Card on file

**Cancellation Policy:** Appointments must be cancelled at least 24-hours in advance of the scheduled appointment time. Failure to provide 24-hour’s notice will result in a “Missed Appointment” charge of the full fee to your credit card on file. If you need to cancel due to unforeseen circumstances and there is another appointment available that same week, then you will not be charged for the original missed session. There is no guarantee an appointment will be available.

**Telephone Conversations:** Fees for brief conversations (5 minutes or less) are included in the fees paid for routine office visits. If frequent or prolonged telephone conversations are required, a fee for the time spent will be charged to the credit card on file.

**\*\*In the event you need to reach me after hours due to an emergency, please call my phone number, 832.654.5168, and leave a message. I, or another clinician, will contact you as soon as possible. If this is a medical emergency, please call 911.**

**Private Insurance:** Champion Counseling does not accept insurance. If you want to seek insurance reimbursement, it is recommended that you review your out-of-network benefits with your insurance provider. Champion Counseling will provide the appropriate documentation/statements for you to submit if you choose to do so.

I have agreed, read, and understand the financial and cancellation policy.

Signature of client(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_