



Wisdom Path, PLLC Agreement for Services

Wisdom Path, PLLC is a counseling and wellness practice which emphasizes holistic treatment of the whole person: body, mind, and spirit. Everyone is unique, so our treatment is individualized to your specific needs. Our approach to treatment is collaborative, with our therapists working together to provide different components of treatment based on their specialties.

What can I expect from counseling and psychotherapy?

You are asked to complete all initial documents on our client portal at <https://www.therapyportal.com/p/wisdompath/>. Documents must be completed prior to your first appointment. If you have any difficulty, please call our office.

In your first appointment, you will meet with a therapist to explain your difficulties. In most cases, you will also be given a few psychological inventories to complete. These will help your therapist identify patterns in your thinking and coping which will help us make the best recommendations for you. In a later session, you will receive feedback about the results and recommendations for treatment. You and your therapist will develop a treatment plan which includes mutually agreed upon goals and strategies. Additional sessions will work toward meeting these goals.

Therapy includes trusting and feeling understood by your therapist, but this alone is not sufficient for change to take place. Our approach to treatment involves an understanding of the biological, cognitive, emotional, social, and spiritual components of your difficulties, utilizing your own unique strengths to cope with stressors and empowering you to take control of your own recovery.

Risks

Because counseling and therapy involve increasing your self-awareness, it can cause anxiety and emotional pain when you become aware of something you are not happy with. As you make choices to change things in your life, you may find that not everyone is happy with those choices. Recovery from painful emotional life circumstances is a stepwise process. Counseling may be part of the process for you. Some journeys take longer than others.

While you are free to stop the services at any time you wish, we recommend that you allow one of two sessions at the end to process the ending of the relationship and to allow for planning for the next steps of your journey.

Couples and family therapy

At times, it might be useful to include your partner or family member in a session or two to improve communication if it directly relates to the mental health issues you are seeking assistance with. In those cases, you are still receiving individual therapy with your partner or family member present because you are the only client here. Most of our therapists can provide this service.

Couples and family therapy are specialty services requiring additional training. Some of our therapists are trained, but not all. For that service, the couple or family is the focus and the treatment plan centers on improving the relationships rather than one person's mental health. In couples therapy, both parties would be considered clients and separate charts would be kept for each. Not all couples are ready for couples therapy, and a thorough assessment is completed before beginning. Individual therapy may be recommended first for one or both participants if needed to make couples therapy effective.

Insurance does not generally cover couples or family therapy unless it is indicated as a treatment for one or more of the participants' mental health diagnoses.

Telehealth

Wisdom Path, PLLC also offers both in-person and telehealth services (psychological services remotely using phone or internet.) Telehealth is helpful when you are not able to come into the office due to weather, vacation, or illness. Research shows that telehealth is as effective as face-to-face treatment in most cases. However, it is not appropriate for everyone. For example, it is challenging to use with small children, not possible for some psychological assessment, and not sufficient for individuals in crisis. Often, you and your therapist should meet face-to-face periodically.

While we utilize HIPAA compliant software to protect your confidentiality, there are always risks of electronic communications being compromised, unsecured, or accessed by others. You should take reasonable steps to ensure the security of our communications (for example, only using secure networks and having passwords to protect the device you use). Also, it is your responsibility to you to find a private location where you will not be disturbed during a session, so that it is not possible for others to overhear your conversation. It is not permissible to record sessions or to have others in the room during your telehealth sessions, unless they are explicitly part of the session. Telehealth services are charged at the same rate as face-to-face services, and some insurances do not cover it. Your therapist can help you decide if this is a good option for you.

Appointments and Cancellations

Appointments are made in advance, and we try to accommodate your schedule whenever possible. If we need to change an appointment, we will do our best to

give you advance notice, and we ask that you provide us with the same courtesy.

Because unfilled appointments create a financial strain for us and prevent services for others who need them, we do require a **cancellation fee for appointments missed or cancelled less than 24 hours in advance**. Repeated cancellations may result in the loss of preferred appointment times or discharge from services.

Contacting us

If you need to change an appointment, have a question about your payment, or need to talk to your therapist in between sessions, please call our office to speak to our office assistant. The office is open Monday through Friday 8-5 (closed for lunch 12-1). You may also email our office about scheduling requests, but please do not include confidential information because we cannot guarantee the security of email.

If you are having a life threatening emergency, please call 911 or go to your local ER. We do not provide after-hours crisis intervention services.

Training/Consultation

It is part of our professional responsibility to consult with each other, and it is essential to our team approach. If we consult with anyone else outside of our practice, no identifying information will be used without your consent.

We also view it as our obligation to help prepare other professionals to provide competent assessment and treatment. For that reason, we sometimes have interns who work closely under our supervision. At times, we may use audio or video recording (with your permission) to review cases with them or each other. Interns are bound by the same rules of confidentiality as all therapists and counselors.

Confidentiality

One of the most important tenets of any counseling or therapy is confidentiality. If you are a client here, what you say to us is private and will not be shared with anyone without your written consent. There are a few exceptions to this required by law.

1. If we believe that you are at immediate risk of harming yourself or someone else, we will attempt to prevent that.
2. If we believe a child or a disabled adult is being abused or neglected, we will contact the Department of Social Services to protect that person
3. If an agent of the court requests that we provide information, we will educate them about the potential detrimental effects of violating your privacy. If the court orders it, we would be required to comply.

If you are using health insurance to pay for a portion of your treatment, you should know that they require a mental health diagnosis along with dates of service to process claims. Some also request additional information be provided to them and possibly to your other providers, and they also have the right to audit our records.

Minors and incompetent adults

Assessment and treatment of all minors or incompetent adults requires consent of legal guardian. For minors who have parents who have divorced or have a guardian other than a parent, we will request documentation that the person signing the consent for treatment has legal custody of the child. In such cases, one parent will be the responsible person for the fee, and arrangement for reimbursement between parents is their responsibility. While guardians have a legal right to the medical record of the minor or incompetent adult, we urge you to consider the emotional ramifications of violating the minor's confidentiality before requesting the records.

Records

We keep written records in accordance with the law and standards of practice. With your written consent, we are happy to share records with other providers.

Although you are legally entitled to a copy of your own medical record, we have found that sometimes reading about yourself can be quite confusing or upsetting. For this reason, we request that you allow us to review your record with you first to make sure there aren't any misunderstandings. We reserve the right to charge for copies and the review session.

Health Insurance

We do accept many insurances, and we will attempt to verify your insurance benefits prior to services. If we are not in network, we do not file out of network or sign single case agreements. However, we can provide you with paperwork to submit your own insurance claim for reimbursement. You are responsible for understanding your own benefits including any deductibles or copay/coinsurance, and you are ultimately responsible for all services not covered by insurance.

It is essential that you inform us of ALL insurances you have, even if we do not accept them. It is your responsibility to file a Coordination of Benefits form with your insurance if you have more than one, and they will determine which is primary. Failure to do so can result in insurance not paying for it or later reclaiming payment, in which case you are responsible for the entire fee.

If we are in network with your insurance but you choose not to use your benefits, you must sign an opt out agreement in order to pay out of pocket.

If your insurance changes, it is your responsibility to notify us immediately so we can assist you in verifying your new benefits to avoid unexpected surprises.

Fees and Payment

We want you to get the services you need, so we will make every effort to work with you to make sure finances are not a barrier. Fees are due at the time service is provided unless other arrangements are made in advance. If you are having a financial hardship, please talk with your therapist about your options.

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| Initial psychological interview | | \$225 |
| Psychological assessment (per hour) | | \$150 |
| Individual, couples, or family therapy | -60 min | \$200 |
| Individual, couples, or family therapy | -45 min | \$150 |
| Individual, couples, or family therapy | -30 min | \$100 |
| Group counseling (60-90 min) | | \$ 50 |

Phone consultation (\$1 per minute)

Appointments not cancelled 24 hours in advance \$ 75

We strongly encourage you to utilize our client portal at <https://www.therapyportal.com/p/wisdompath/> where you can complete psychological screening inventories for your therapist, update insurance and payment sources, and make payments.

Payment is due when services are rendered. You are required to put a credit or debit card on file with us. If you do not pay on the portal the day of service, your card will be charged at the beginning of the next business day after your appointment. It is your responsibility to keep the credit/debit card on file with us up to date. If the card is declined, we will not be able to provide services until it is updated and the account is paid. After insurance, if the amount due is more than what we estimated for you, we will contact you before we collect the payment. If the amount is less and you have a credit, it will be applied to future sessions. You may request a refund of any credit at any time.

CONSENTS

- I have read and agree to all of the above, and I consent to receive services under these conditions.
- I certify that I have provided insurance information about all the health insurance coverage I have.
- If I am using health insurance, I consent to release information to the insurance company in order to obtain reimbursement for services and comply with regulations.
- I agree to be responsible for the portion of services not paid by my insurance.

- I understand that appointments not cancelled 24 hours in advance will be charged the cancellation fee of \$75 except in extreme and unavoidable circumstances approved by my therapist.
- I give consent for Wisdom Path to bill my credit card for any outstanding charges.
- I certify that I have been provided a copy of the Notice of Privacy as required by HIPAA.

Signature of client (or legal guardian)

Date

Rev 12/30/23