

Brindley Group, LLC

Professional Counseling and Consulting

Insurance and Financial Agreement

As a courtesy, Brindley Group, LLC provides billing with insurance companies at this time. If you are a member of an insurance company that we bill and you wish for our group to file your insurance, we must provide your diagnoses to your insurance provider. By signing this agreement, you are giving Brindley Group, LLC your permission for electronic record documentation that generates billing to your insurance company, as well as processes your credit card information for payment. Please know that the Brindley Group, LLC respects your right to privacy and confidentiality, but in order to bill insurance please know that records are subjected to audits by insurance companies.

Additionally, by signing this document you are agreeing to pay your copay at the time of service, as well as payment at the time of service if your insurance does not cover services provided by this practice.

As a courtesy, we provide a reminder text for your appointment the day before your scheduled appointment. This text is a courtesy and our system periodically experiences glitches where the text may not go out, so please do not use this as your primary reminder for your appointment. When you receive a reminder, please check the text and confirm your appointment time. It is not possible to cancel your appointment through the reminder text. If you need to cancel your session, call the office at 795-2019. In order to avoid a \$75 late cancellation fee, call the office no later than noon the day before your appointment.

Extra fees that are not covered by insurance include:

No show- not coming to your appointment-\$100

Cancellations not made before noon the day before your appointment-\$75

Letters related to counseling treatment and diagnostic impressions-\$50 per page

Letters related to counseling treatment and diagnostic impressions for court-\$125 per page

We are not trained to go to court, and therefore do not. In the event that we are unable to quash a subpoena there is a \$1,000 retaining fee that must be paid within 24 hours of the subpoena. Rates for preparation for court, driving time, and presence in court are \$300 per hour. Our practice does not give custody evaluations or custody/visitation recommendations.

Phone calls with clients/guardians out of customary practice, calls longer than 5min-\$30 for each 15min

Phone calls with third parties, except health care workers-\$30 per 15min

We will keep a credit card on file for both copays/deductible and in the event of the fees listed above occur and you are not present to pay these fees. By signing this agreement you agree to not hold Kim Brindley, Andy Brindley and the Brindley Group, LLC liable for any breach in electronic records or payment process, as well as acknowledge above and consent for the Brindley Group, LLC to charge your credit card.

_____	_____	____/____/____	
Print Client Name	Signature of client or parent of client	Date	
_____	_____	____/____	_____
Card Type and number	Security code/CVV	Expiration date	Zip Code
_____	_____		
Full Name on Credit Card	Email or Cell number, if you would like a receipt		

_____	____/____/____
Witness Signature	Date

(Revised 1/1/19)