

**Vicki J. Cathcart, LLC**

C&C Counseling Associates

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**Fee Agreement**

I agree to pay **\$100.00** per session as quoted at the initial intake for a **60-minute** session.

The first, or **Assessment Session** is held for **90-120 minutes**. An additional amount of \$25.00 is added to the session fee above for a total of **\$125.00**.

- 24 hour advance notice is requested if you are unable to keep your appointment.
- It will be necessary to charge the session fee after three no-shows for missed appointments without notification. No further appointments will be scheduled until the fee is paid.

I have read the above fee agreement and agree to terms as stated.

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Therapist: \_\_\_\_\_ Date: \_\_\_\_\_

**Additional Information**

- Additional Services provided are: Treatment summary requests, professional letters, emails or phone/conference calls – billed at \$25.00 for each request.
- Administrative services: Letters, insurance forms, authorization requests will be billed at \$25.00 for each request by client or requesting agency.

**Policy on Insurance Reimbursement**

If you have medical insurance that provides coverage for mental health counseling, you may be able to submit a claim to receive your maximum allowable benefits. I am able to provide you with a receipt, a **SUPER BILL**, to forward to your insurance company. You are responsible for generating the claim and mailing it to the insurance company and tracking your reimbursement. You must realize, however, that

1. Your insurance is a contract between you, your employer and the insurance company. I am not a party to that contract.
2. Fees are considered to fall within the acceptable range by most companies, called “Usual, Customary and Reasonable” (UCR). Some companies pay a percentage of the UCR for a given area. However, some companies reimburse based on an arbitrary “schedule” of fees which bears no relationship to the current standard and cost of care in this area.
3. Not all services are a covered benefit in all contracts. Some insurance companies arbitrarily select certain services they will not cover.
4. If your company requests a report from us in order to process your claim, a fee of \$25.00 is required to prepare the documents.