



Skills Groups Treatment Agreement

Social Skills Groups: Social Competency Training and Counseling Groups

Social Skills Groups are specially designed to help children develop social awareness, emotional intelligence, and friendship skills. This is an intensive program that uses a small group format to teach children to *think* socially. Social Skills groups meet weekly. Groups are small (typically 6-8 members) and are usually a mix of boys and girls.

Enrollment

First time participants will participate in a preliminary interview with the group facilitator. The group facilitator will gather background information and assess current functioning. The purpose of this meeting will be to determine whether the child would benefit from the social skills program offered at FCA-Andover.

Insurance, Payment, Missed Sessions

Most health insurance plans are accepted for social skills group. (Please check our website for a full list of accepted plans.) Clients are responsible for all copayments and deductible payments associated with using their health insurance. It is important that clients attend all group meetings. Once accepted into the social skills group, clients will be allowed one missed session per 10-week session period. Since social skills groups have a capped enrollment, a \$25 fee will be charged for all other missed sessions regardless of the reason for missing the session. If a client needs to terminate their participation in the social skills group, 7 days notice is required. The \$25 will apply to all missed sessions that occur before the notice of termination.

Payment Policy:

We prefer to have a credit card on file for automatic payment. If you'd prefer to pay by check, please make payable to *Family Counseling Associates of Andover*. There is a \$25.00 charge for returned checks. Open accounts of 30 days or older will bear interest at 10% per months and will result in temporary suspension in treatment until payment in full has been received. Accounts that are unpaid for five or more months may be assigned to a collection agency

Late Pick Up of Child:

In the event that a child is not picked up at the end of the session, we reserve the right to charge a \$35 fee for each 15 minutes a parent is late. The counselor must start his/her next appointment on time and cannot stay with your child. We have adopted this policy in order to keep our clinical schedule running smoothly and to allow our staff to devote their time to children.

Reduced Group Attendance:

On the rare occasion that everyone is absent from the group except for one client, we will still hold the session. This is a good opportunity for the child and therapist to focus on individual needs as we wish we had some individual time to work with all of our clients. We will not call you to let you know that you will have an individual session, as we don't often hear about absences until the day of the group meeting. Parents are welcome to attend this private session as well.

I attest that I am requesting admission in to the Social Skills Groups at Family Counseling Associates of Andover for the child whose name is below. I understand the scope and purpose of the program, and agree to the conditions outlined in this agreement.

Client's Name

Date of Birth

Parent / Guardian Signature

Date