

# Family Counseling Associates of Andover, LLC

12 Essex Street | Andover, MA 01810

Initial Evaluation	\$175 per 50-60 minute session
Individual	\$140 per 45-50 minute session
Couples and Families	\$160 per 50-55 minute session

## **SERVICES NOT COVERED BY INSURANCE**

Written Report or Letter	\$75 per page
School Conferences	\$200 per hr. (plus travel time)

### **Telephone / Email Communication:**

Telephone and email communication with your clinician is not covered by insurance. There is no charge for brief, routine phone calls or emails (less than 10 minutes) between a client and their clinician to discuss scheduling, billing, or brief progress updates. However, longer correspondences between a client and clinician, as well as all collateral correspondences, will be billed at a rate of \$25 per 15 minutes. This fee also applies to all paperwork clinician's complete on behalf of clients. \_\_\_\_\_(initial)

### **Cancellations / No-Shows:**

A 24-hour advance notice is required for all cancellations. No-shows and late cancellations (less than 24-hour notice) will result in a fee of \$70 which is payable before subsequent sessions can be scheduled. *This fee is not covered by insurance.* \_\_\_\_\_(initial)

### **Payment Policy:**

All session payments and copayments are to be made at the time of each visit. Statements of balance will be sent out at the end of each month. Payment in full is due within 30 days unless an alternate agreement is made in advance. All delinquent accounts will be sent to collections. \_\_\_\_\_(initial)

### **Insurance:**

Notify us immediately of any changes to your health insurance coverage. It is your responsibility to keep your medical insurance information updated. Clients will be responsible for paying all claims that are not reimbursed by their insurance company due to changes to, or termination, of their policy. Family Counseling Associates of Andover, LLC does not submit secondary insurance claims, or Worker's Compensation claims. \_\_\_\_\_(initial)

### **Sliding Scale / Reduced Fee:**

We offer a reduced fee schedule. Please contact us for more information. \_\_\_\_\_(initial)

### **Parking:**

Client parking is located at the municipal parking lot across the street at Memorial Library. The cost is .50 cents per hour, and the parking machines accept credit cards. Two hour parking is also allowed on Essex Street. Clients should be aware that building management may tow unauthorized vehicles. Clients with mobility issues, or expecting mothers, should discuss with their clinician. \_\_\_\_\_(initial)