

Hope's Road Policies and Consent Form

Please read the following information and sign at the bottom. By signing, you acknowledge that you have read these policies and you consent to treatment from Hope's Road Counseling Services. If the client is a minor, please sign the parent/guardian line as your consent.

Insurance

Hope's Road is considered an out-of-network provider and does not bill for insurance. This means you may be eligible to file your own claim for reimbursement. Many insurance companies have a downloadable claim form that both the patient and provider fill out. Hope's Road is happy to assist in filling out the provider section of these forms. If you have questions about this process, please feel free to call, email, or ask questions during your session. Hope's Road does accept HSA (health spending account) cards.

Cancellation Policy

24-hours notice is preferable in order to fill cancelled appointment slots. Appointments cancelled with less than 24-hours notice may be charged for the session if the appointment cannot be filled. Often clients who could fill the cancelled appointment also need ample notice to be able to change work schedules or daycare arrangements. This does not apply to emergencies or serious illness. If your child has stayed home from school and/or is running a fever, please cancel their appointment – we don't want to run the risk of getting others sick! Appointments may be cancelled by phone or email. No-shows will be charged the full session amount.

Payment

Payment is expected at time of service. Payment may be made through cash, checks made out to Hope's Road, credit card, or HSA card. There is a \$20 fee for returned checks.

Client Name _____ Date of Birth _____

Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Printed Name _____