

We look forward to working with you and your child, and want to insure that this process is as effective as it is fun. In order to make that happen, please read and agree to the following.

1. Please notify me of any cancellations at least 48 hours in advance of the session to be canceled. Notification made less than 48 hours in advance will necessitate a charge for the missed session (excluding sickness).
2. Perceptual motor therapy is most effective when practiced on a regular basis. **Commitment to a home program is crucial to the success of individual therapy.** In most cases, individually prescribed "homework" will take no more than 15 minutes a day.
3. The charge for an individual therapy session is **\$175.00**. The charge for an evaluation, including parent conference is **\$375.00**. This may also include consultation with other professionals for which you will not be charged an additional fee. Payment is required in advance of the parent conference.
4. While I understand that phone contact will be important, please try to keep our conversations to no more than 15 minutes at a time. Any written material or telephone conversations that require *more than 1/4 hour* will be billed at the rate of **\$175.00/hour**. You will be billed electronically monthly. If you prefer to receive a hard copy of your invoice by snail mail, please let me know. If you need a second invoice to submit for insurance reimbursement, please let me know that as well. **I do not accept third party payments.** Invoices more than 30 days late will incur a late fee of \$20 per month.

I have read the above policy guidelines and agree to abide by them.

Signature

Date