

PRACTICE POLICIES

PSYCHOTHERAPY SERVICES

Psychotherapy is a highly individual and complex process. The style, form, and duration of therapy varies with the personalities of therapist and client, as well as the particular issues you bring forward. There are several methods I may use to work with the topics that you wish to address. The purpose of psychotherapy is to create change. As a tool of change, it can have risks as well as benefits. Since therapy often involves discussing unpleasant or difficult aspects of your life, you may experience uncomfortable feelings like sadness, guilt, anger, frustration, or helplessness. On the other hand, therapy often leads to a deeper sense of yourself, healthier choices, better relationships, and significant reductions in feelings of distress and stagnation. Ideally, as you approach your therapeutic goals, we work together to decide when and how to transition out of our therapeutic relationship.

SCHEDULING

Together, we identify a weekly appointment slot that is designated for you. Your appointment time is held for you, and is your financial responsibility. That means, for the duration of our therapeutic work together, you agree to pay for the appointment(s), whether or not you attend.

Rescheduling

If something keeps you from your weekly appointment, and you alert me 24 hours in advance, you can schedule a make-up appointment, if our schedules align. The make-up appointment must be within the week before, during, or after the canceled appointment. I will do my best to find a time for you to reschedule. If we cannot reschedule the canceled appointment, or you do not provide 24 hours notice, you will be charged for the cancelled appointment (that is, the charge will be processed normally for the appointment). If you will be out of town but within New York or New Jersey, I may be able to offer a teletherapy appointment rather than rescheduling, as I am licensed in both states. Keep in mind that rescheduling is intended for unusual situations, and not convenience.

Exceptions

- You have one “free” cancellation per year for each weekly appointment you have. (In other words, if you come twice weekly to therapy, you get two “free” canceled appointments per year.) That means you can cancel without rescheduling, as long as you give 24 hours notice. These can be used at your discretion.
- You are not responsible to pay for appointments that I cancel or during periods when I am away. I will make every effort to inform you in advance about times when I will be away.

PROFESSIONAL FEE

My professional fee is currently \$225 per 50-minute session, or \$280 for 65-minute sessions as of January 2021. The fee increases periodically, and I will notify you well in advance of any changes.

BILLING AND PAYMENTS

You will be charged for each session at the time it is held, using the credit card that you provide at intake, unless we make other arrangements.

COMMUNICATION & EMERGENCY PROCEDURES

If you need to contact me between sessions, feel free to:

1. Leave a message on my voicemail, including your telephone number. I will return your call within 48 hours, Monday through Friday. If an emergency arises, please indicate this clearly in your message and, if necessary, call 911
2. Use the Secure Messaging feature through the SimplePractice client portal
3. For scheduling or logistical purposes only, you may use email. Because email is not a confidential form of communication, my intake forms include a "Request for Nonsecure Communications."

CONFIDENTIALITY

Your sessions with me are confidential. With the exceptions outlined below, your identity will be kept private. The information we discuss may be shared in a confidential manner under the following circumstances:

1. When I am away, another mental health professional may cover my practice. With your consent, that person will be informed about your circumstances and may be given your name and phone number. S/He will maintain your confidentiality per legal and ethical requirements.
2. As part of my standard of care, I regularly seek consultation with other qualified mental health professionals. If I seek consultation about your treatment, your identifying information will remain confidential.
3. New York State law requires that the following exceptions be made to your right to confidentiality: a) child abuse or neglect; b) abuse of an elder or disabled individual;c) a threat to

the life of another person; d) if, due to a mental disorder, you are in imminent danger of harming yourself or you are gravely disabled (unable to provide yourself with food, clothing or shelter).

4. If you become involved in legal disputes, the court can subpoena your records. In such cases, you and I will think about how to proceed.

The "Notice of Privacy Practices" has more details about the protection of your private health information.

BY CLICKING ON THE CHECKBOX BELOW I AM AGREEING THAT I HAVE READ,
UNDERSTOOD AND AGREE TO THE ITEMS CONTAINED IN THIS DOCUMENT.