

Mary Determan MSW, LLC

5757 W. Oklahoma Ave. #203 Milwaukee, WI 53219-4303

Financial Responsibility Policy

The following statements set forth the detailed policy of Mary Determan MSW, LLC with regard to financial responsibilities:

Fees for individual therapy are \$150.00 per 45 to 60 minute session unless otherwise stated and are due at the time of the appointment.

All clients are held personally responsible for prompt and full payment of fees. If the client has health insurance coverage, it is important that you give a copy of your card to the office at the **first** appointment. If Mary Determan, MSW, LLC is under contract with your managed care provider, this company will accept assignment from your provider. Clients will be responsible for the deductible, the co pay and the co-insurance amount. These payments are due at **each** session. It is your responsibility to know what your policy requires of you.

If you share financial responsibility for this client with another, both individuals must sign this policy. Signatures will bind responsibility. If you are unable to obtain a signature, court documents must be provided and we will attempt to collect, but ultimately the responsibility will remain with the person signing.

Client accounts, which become delinquent, shall be assigned to collections for resolution. Such assignment gives the patient responsibility for the balance and additional cost incurred in the collection process including, but not limited to, filing fee, attorney fees, and court costs.

Make checks payable to: Mary Determan MSW, LLC and we do accept MasterCard, Visa, Discover & American Express.

Cancellation Policy

I fully understand that if I fail to keep my scheduled appointment, and do not give at least a 24-hour notice, I will be assessed a \$25 fee. I understand that insurance companies do not pay for missed appointments.

IT IS UNDERSTOOD THAT THE UNDERSIGNED / CLIENT IS RESPONSIBLE FOR PAYMENT OF THE CLIENT'S INVOICE.

Signature

Date

Signature

Date