

BILLING POLICY

ACKNOWLEDGMENT OF BILLING POLICY

- Payment is due at the time of service.
- Payment may be made by Cash, Check or Credit Card.
- You must provide a credit card number to be kept on file. In the event that a balance is outstanding more than 60 days, this card will be automatically charged.
- Once an account is more than 90 days past due, it is subject to Collections action.
- The fees for the Initial Evaluation and subsequent sessions are as discussed at intake or with your clinician.
- Statements for outstanding balances are generated monthly.
- If your check is returned NSF (non-sufficient funds), a \$30 charge will be added to the outstanding balance.
- It is your responsibility to provide the office with up-to-date billing information, including changes to address, credit card, and Insurance information.
- Free State Health and Wellness, LLC, will only bill directly to our Contracted Provider Plans.

CANCELLATION POLICY

At least 24 business hours' notice of cancellation is required to avoid being charged the cancellation fee. If you do not cancel your appointment within the 24 business hour requirement, you will be charged the **FULL FEE** (\$200, \$150 OR \$125 depending on the type of appointment and provider) **Cancellation fees cannot be billed to Insurance.**

SIGNATURE

I have read the above information and agree with these conditions.

PATIENT/GUARDIAN SIGNATURE

DATE