

C. Maxwell Gale, Psy.D.
Licensed Clinical Psychologist

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SERVICE CONTRACT
Psychotherapy Services

The Service Contract outlines the intervention modalities involved in the delivery of psychotherapy by C. Maxwell Gale, Psy.D., with associated fees, pro-rated fees, discounted fees and insurance billing policies; as well as establishes the Payer of services.

Intervention Modalities

1. *Intake Assessment:* At the treatment provider's discretion a sixty minute intake assessment typically involves a face-to-face appointment intended to review intake forms, gather psychosocial history information and establish initial treatment goals. Clients may be asked to complete self-report measures and return in a subsequent appointment.
2. *Therapeutic Intervention:* Scheduled psychotherapy sessions conducted in an individual, couple or family counseling context, either face-to-face or via telephone. At the treatment provider's discretion a sixty minute treatment intervention typically involves 50 minutes of psychotherapy with the client and ten minutes of time for the provider to make summary notes and plan for the next session. In those cases that involve treatment progress review with family members the provider will conduct 40 minutes of psychotherapy with the client, 10 minutes of treatment progress reporting and finish with 10 minutes for notes and treatment planning.
3. *Environmental Intervention:* Typically phone discussions, letters drafted, meetings attended or research activities that assist in the delivery of case conceptualization, treatment progress reporting and/or recommendations. Other areas of intervention may apply based on provider discretion. Services related to legal proceedings do not apply.
4. *Crisis intervention:* Crisis management services conducted face-to-face or over the phone that occur between 9pm and 7am Monday through Thursday, weekends between 7pm on Friday and 7am on Monday, and any holidays in which banks are closed.
5. *Intervention in Legal Proceedings:* Any services intended to provide information for proceedings in a civil or criminal court. Services may include, but are not limited to phone discussions, letters drafted, meetings attended, research activities and deposition/court testimony appearances. The latter service, deposition/court testimony, includes time spent at the designated site waiting to deliver the service independent of whether the provider is required to engage in a deposition or court testimony.
6. *Travel:* Transit time taken by the treatment provider to deliver environmental or crisis intervention services in cases that the distance to such services is greater than 15 miles from the treatment provider's departure point.

Rates per Modality

1. *Intake Assessment:* \$150 for a sixty minute session. Pro-rated fees apply, discounts do not apply.
2. *Therapeutic Intervention:* \$140 for a sixty minute session. Pro-rated and discount fees apply.
3. *Environmental Intervention:* \$30 per fifteen minute block of intervention. Charge for a fifteen minute block is applied even if all fifteen minutes are not used in the course of services.
4. *Crisis Intervention:* \$30 per fifteen minute block of intervention. Charge for a fifteen minute block is applied even if all fifteen minutes are not used during service.
5. *Intervention in Legal Proceedings:* \$50.00 per fifteen minute block of intervention. Charge for a fifteen minute block is applied even if all fifteen minutes are not used in the course of services.
6. *Travel time:* \$5.00 per fifteen minute block of travel time. Charge for a fifteen minute block is applied even if all fifteen minutes are not used in the course of travel.

Pro-rated Fees

1. *Intake Assessment:* An intake session extending beyond sixty minutes of assessment is charged \$25 for each additional fifteen minute block of time. Fifteen minute block charges apply regardless of amount of time used within that block.
2. *Therapeutic Intervention:* A session extending beyond fifty minutes of psychotherapy with the client and/or treatment progress review with family are charged \$25 for each additional fifteen minute block of time. Fifteen minute block charges apply regardless of amount of time used within that block.

Discount per Modality

1. *Intake Assessment:* A \$15 discount is provided to the Payer when payment is made with two weeks of the intake assessment appointment.
2. *Therapeutic Intervention:* A \$15 discount is provided to the Payment when payment is made at the time of service or ahead of the appointment.

Billing Insurance

For Payers who wish to have insurance billed for services, the provider will submit applicable documentation to the insurance company for services rendered as a courtesy. Settlement of claims with the insurance company is the insured/payer’s responsibility ultimately. It is the responsibility of the payer to know the coverage provided by their insurance plan and make all payments for services to the C. Maxwell Gale as defined by their insurance coverage.

1. *OUT-of-Network-Provider Services:* Payers whose insurance identifies C. Maxwell Gale as an out-of-network-provider are subject to the Service Contract terms outlined in this document. Some intervention modalities may not be reimbursed according to insurance policy guidelines; however the Payer is responsible for payment of all charges.
2. *IN-Network-Provider Services:* For those Payers whose insurance identifies C. Maxwell Gale as an in-network-provider, the fee varies with contract benefits. The Payer is only responsible for the amount outlined in the insurance benefits.

Your signature here indicates that you read and understand the two page Service Contract form that outlines intervention modalities involved in the delivery of psychotherapy by C. Maxwell Gale, Psy.D., with associated fees, pro-rated fees, discounted fees and insurance billing policies. The person signing on the Payer line is hereby identified as the Payer for services carrying the responsibility to pay off account charges for services rendered to the client identified below.

Name of Client: _____ (print)

Payer (signature)

Date

Witness (signature)

Date