



**TRAVERSE COUNSELING & CONSULTING**  
*Traverse: To pass over, along or through*

## **Traverse Counseling & Consulting Fee Policies**

### **Fee Structure**

**Intake** – \$155.00 per 50-minute session or \$232.50 per 75-minute session (+ 2% MN-Care tax)

**Therapy** – Individual/couple/family therapy \$155.00 per 50-minute session, or \$232.50 per 75-minute session (+ 2% MN-Care tax)

**Intake Couples Therapy** – \$232.50 per 75-minute session (+ 2% MN-Care tax)

**Collateral time** – Collateral time (emails, phone calls, written communication, reading/reviewing documents) will be billed in .2 hour (12 minute) increments at the rates above.

### **Policy: Payment**

Traverse Counseling & Consulting request the following:

1. Clients pay **at time of service**.
2. That **full payment** be made unless the client negotiates another arrangement.
3. That if a client has a balance that is older than 30 days and credit arrangements have not been made, the client will pay a **1.5% late fee per month**.
4. Referral to a Professional Collection Service will be made for accounts with **balances older than 90 days**.
5. If your account is placed with an outside collection agency, you will be charged the full amount of the collection fees, attorney fees and allowable court costs.
6. There will be a \$40.00 service fee for returned checks.

### **Policy: Payment for child therapy**

Invoices and Statements will be mailed to the address we have on file or are provided in person to the parent bringing the child to therapy. If there is a second party responsible for sharing payment, the party to whom the invoice is mailed or given is responsible for sharing this information with the other party.

### **Policy: Missed Appointments**

In the event of a missed appointment without notification or extenuating circumstances, the client will be charged **half the session fee for the first missed appointment and the full fee thereafter**.

### **Policy: Cancellation of Appointments**

Traverse Counseling and Consulting requests a 24-hour notice of appointment cancellation. Failure to provide 24-hour notice will be treated as a missed appointment.

### **Policy: Lateness**

Therapy is prescheduled for a definite time, to last for 50 minutes or 75 minutes. Clients are charged for the full appointment when they arrive late.



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**Policy: Insurance**

Traverse Counseling & Consulting, GBC does **not** submit invoices to any insurance company. We are an **out of network** provider for all health insurance companies. Clients pay for services and we provide an invoice, also known as a “Superbill”, to submit to their insurance company. Services may be covered in full or in part by health insurance or employee benefit plan. Clients are encouraged to check their coverage carefully by asking the following questions:

1. Do I have mental health insurance benefits?
2. What are my out-of-network benefits?
3. What is my deductible and has it been met?
4. How many sessions per year does my health insurance cover?
5. What is the coverage amount per therapy session?
6. Is approval required from my primary care physician?

In addition, many clients have access to FSA or HSA accounts that can cover these expenses.

**Policy: Scheduling**

Clients may schedule by phone or by email with our administrative staff.

**Policy: Clients with Unusual Financial Situations**

Traverse Counseling & Consulting therapists have established a fee structure for individual, couple, family and group therapy. In families with documented financial need, clients may enquire with their provider to identify other options for covering the costs of services. Some options may include, a payment plan, and in limited cases, a provider may be able to negotiate a reduced rate for services.

I have read and understand the above stated “Therapy Policies” of Traverse Counseling & Consulting, GBC

\_\_\_\_\_  
Signature of Client

\_\_\_\_\_  
Date