

# **Informed Consent and Authorization for Treatment Office Policy**

## **Psychological Consultants of Marietta, PC Ann Davis Roland, Ph.D., LMFT Licensed Marriage & Family Therapist**

By seeking therapy with Dr. Ann Roland, you are consenting to treatment under the guiding principles for appropriate clinical practice established by the American Association for Marriage & Family Therapists. All contacts are confidential under the laws of the state of Georgia, with the following exceptions. Exceptions to confidentiality are those required by law, such as threat of harm to yourself or to others; suspected abuse of a child; suspected abuse of an elderly or disabled person; and court-ordered disclosure. Additionally, health insurance companies require diagnostic information, and many utilize case management where disclosure of specific clinical information is required before authorization of treatment is given. If this is not agreeable with you, then you will need to inform Dr. Roland and pay for your session out-of-pocket to insure greater confidentiality and privacy.

If the patient is under eighteen years of age, please be aware that the law provides parents with the right to information about the minor's therapy. If the patient is a minor and his/her parents are divorced, it is your responsibility to inform Dr. Roland and provide accurate information regarding custodial (physical and legal) arrangements as stated in your legal divorce agreement. If Dr. Roland learns this information was not adequately and accurately provided, then she retains the right to cease treatment and refer you to another provider.

Dr. Roland consults with other professionals as needed. The consultant is also bound to keep any information about a case confidential. If any psychological testing is conducted, she is obligated by law to consult with a psychologist about the testing results.

You may leave messages for Dr. Roland on her confidential voicemail at 770.420.9448. She will respond to your call during business hours. However, if your message pertains to scheduling, please text 770.851.8050 for a quicker reply. You may also email, although text is preferred for scheduling issues. Please only text matters pertaining to scheduling, and not personal matters or topics that should be discussed during your appointment. Dr. Roland does not offer emergency services or "therapy on-call"; therefore, if an emergency arises you will need to call 911, go to your nearest emergency room, or contact an inpatient facility such as Ridgeview Institute.

If you or your child feels that you will need a psychological consultant or therapist to represent you in court, you need to find another therapist. Dr. Roland does not provide this service and by signing this office policy, you agree to waive your rights for any type of court representation.

Professional fees are \$225 per session. A session is 45-50 minutes long if you are not using insurance. If you are using insurance, then your session is 45 minutes long per insurance guidelines. Any time spent outside of the therapy session beyond charting is charged according to time spent. The minimum charge is \$25.00. Telephone consultations, letters, and completing medical or disability forms are examples of items that will incur additional charges, prorated according to time spent.

Payment in full is required at each session.

If you are using insurance to help pay for your therapy sessions, it is YOUR RESPONSIBILITY to know your policy, including limitations, deductibles, and copays. Dr. Roland does not accept any responsibility for any charges not covered by your insurance carrier or any charges denied by your insurance company. Dr. Roland's billing assistant will bill your insurance provider only one time IF we are contracted with them. If she is not in contract with your insurance provider, it is your responsibility to bill your insurance company. If the insurance company denies your claim FOR ANY REASON, you are responsible for paying the amount owed immediately. Dr. Roland does not accept Medicare or Medicaid.

If your account is more than sixty (60) days delinquent, Dr. Roland will utilize a collection agency to obtain payment.

Dr. Roland maintains the right to refer you to another therapist or facility and terminate treatment if she deems it would be clinically appropriate.

Because professional services are available only through prior scheduling and therefore, time is reserved for your use only, sessions cancelled with less than 24 hours' notice are charged at the full rate of the scheduled service. This cannot be submitted for insurance reimbursement. You will automatically be charged \$225 for the missed appointment (or \$450 if you were scheduled for a double session). Do not expect exceptions to be made. If your babysitter cancels, if a work meeting runs late, or if your car breaks down, Dr. Roland will sympathize with you about these inconveniences; however, you are still responsible for paying for the time that you reserved. Please be mindful that frequent rescheduling is disruptive to this type of practice. If this occurs, then you will likely be referred to another clinician who can possibly accommodate your changing schedule.

If you are a new referral and you cancel without sufficient notice or do not keep your appointment, then Dr. Roland has the right not to reschedule with you.

If you arrive late for your appointment, the session will end at the scheduled time.

Please keep all cell phones off during your session. Please do not eat or chew gum during your session, including virtual sessions. Thank you.

I have read all of the above office policies and any signing this document, acknowledge that I agree to these arrangements.

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Date: \_\_\_\_\_

Note: The office policy must be signed and dated by the patient before treatment. If the patient is a minor, the parent/legal guardian must sign the office policy. If you are scheduled for marital therapy, BOTH spouses must sign and date the office policy.