



Informed Consent and Disclosure

Fees: Envision Counseling and Consulting, P.C. encourages you to feel free to discuss any aspect of billing procedure at any time. Cash, credit cards or checks are accepted as forms of payment.

1. Fees are established during the first visit. The fee typically remains constant during the course of therapy. If fees must change during the course of therapy, a written notice of the change in office policy will be provided.
2. The initial session charge is **\$160.00** with all subsequent individual sessions billed at **\$135.00**. Group sessions cost **\$35.00**. By signing this form, the client authorizes their insurance company to be billed and for Envision Counseling and Consulting, P.C. to receive payment for counseling services rendered. All copays and fees that are not covered by insurance including missed session charges are the responsibility of the client. As the client, it is your responsibility to contact your insurance company to ascertain information about insurance coverage and copayment.
3. In addition to therapy sessions, you will be billed for other services provided during the course of therapy, such as team meetings.
4. Missed appointments are understandable from time to time. 24 hour advance notification of cancellations is required. Clients will be allowed one free late cancellation, additional appointments that are not cancelled 24 hours in advance will be billed at the regular hourly rate to the client unless prohibited by the insurance carrier contract.

Additional Services: Occasionally you may feel the need to talk at a time other than our scheduled therapy appointment. If this need arises, you may call and leave a message at any time. If it is not an immediate crisis, your clinician will respond to your call before the end of the next business day. If the purpose for your call is a crisis, please do not leave a message in Envision mailboxes as this is NOT a crisis line and we are unable to respond in a timely manner. If you are in crisis, please call 911 or go to the nearest Emergency Room. After hours and on the weekends, the HELP Center staff can speak with you, help you find a solution or contact the Envision therapist on-call so that they can call you back. Emergencies that require evaluations at the hospital will be handled by the local Crisis Response Team.

Medication: Envision staff does not provide medication. Your clinician can consult with your physician or refer you to a psychiatrist regarding psychological aspects of medication, but all decisions regarding medications should be handled by a physician or psychiatrist.

Consultation: A peer consultation group is part of the continued learning at Envision Counseling and Consulting, P.C. The Envision counseling team meets weekly to discuss treatment issues. This allows each client the benefit of the therapeutic wisdom of an entire group of counselors.

Clinician Assignment: From time to time, it may be necessary for clients of Envision to change primary or group therapists within the organization. These changes can happen for various reasons, including adjustment to staff responsibilities or problems within the effectiveness in the therapist/client match. Envision counselors are dedicated to reducing the disruption and easing this transition process, which is necessary to keep clients within the high quality of care provided by the organization.

Payment: Payment for services is the sole responsibility of the client. Envision therapists cannot give advice about insurance benefits or payment problems. Please direct any insurance questions to your insurance carrier and billing questions to the Envision billing division.

Electronic Communication: Envision employees comply with HIPAA Guidelines which prohibit communication of patient health information via email or text; these forms of communication are not secure. Therefore, all client and client related interactions are conducted by phone, fax, written or in-person. We will seek assistance from qualified personnel for electronic devices if they require maintenance. Discretion and care will be taken to protect your privacy if maintenance of electronic devices is required.

Outcomes: In order to meet your needs, your clinician will work with you to establish clear goals for treatment. While efforts will be made to help you to attain these goals, it is impossible to guarantee any particular outcome from therapy. In some circumstances, goals may not be met and there are times when unforeseen outcomes can result.

Death or Incapacitation: If your clinician were to become incapacitated or die, an appointed Envision Counselor would contact you and would become the custodian of your medical records.

Qualifications:

Envision clinicians are licensed or working toward licensure with the state of Montana as a Clinical Professional Counselor or a Licensed Clinical Social Worker.

I have read and understand the informed consent as detailed above. I understand that I am voluntarily entering into a treatment process.

Client or Guardian Signature

Date

Counselor

Date