

EVERGREEN COUNSELING NORTHWEST

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Welcome to Evergreen Counseling Northwest, We look forward to serving you. Below you will find some important information concerning your treatment.

APPOINTMENTS

Appointments last approximately 50-55 minutes

Cancellations require 24-hour notification. Failure to provide sufficient notice may result in a late-cancellation charge.

OFFICE HOURS

Our office hours are 10:00am to 7:00pm Monday through Thursday, 9:00am-5pm Fridays. Messages can be left on the phone system outside those hours. If you experience an emergency please call Psychiatric Crisis Center @ (503) 585-4949 or call 911.

FEES AND INSURANCE BILLING (Fees are subject to change)

Our usual and customary charges are as follows:

Initial assessment: \$150.00

Individual session: \$125.00

Family session: \$125.00

You are responsible to pay for all charges incurred. We will bill your primary insurance company, and prompt payment of any outstanding balance is required. Our policy requires that you pay your out-of-pocket costs (such as your deductible and co-pay/coinsurance charges) at the time of the visit. Bills not paid in full within 30 days will be assessed a late fee. Outstanding bills will result in referral to a collection agency or other legal action against you, and any fees we incur due to this process will be added to your outstanding balance.

TREATMENT

Counseling is a collaborative process. You and your therapist will jointly develop a plan for treatment which addresses your needs. You will be asked to read and give written approval of the Treatment plan.

A copy of the Privacy Policy is available for review in the lobby.

Sincerely,
Evergreen Counseling Northwest

12/11/12

