

## Statement of Agreement 2022

- This is your therapy.*** We will work together at establishing your goals and will regularly evaluate your progress to ensure that you are getting what you need and want.
- It is important that you be aware of my background and training.*** I will explain this during our first session, but you are always free to ask for additional information at any time.
- The fee for a 50 minute session is \$\_\_\_\_.00. This fee is payable at the time of each session and may be made by check, cash, Venmo, or credit card (except for American Express).*** Partial payment for each session can be arranged on an individual basis. Unfortunately, if you arrive late, I will still need to end our session at the scheduled time. If I am late, I will ensure that you receive a full fifty-minute session.
- Please give 48 hours notice to cancel an appointment.*** If you cancel a session without 48 hours notice, you will be charged for the session—even if your cancellation is work-related. There may be special circumstances (illness or accident) when 48 hours notice is not possible and we will discuss these on an individual basis. ***If you are ill, please do not wait until the time of your session to decide you are too ill to attend.*** If your cancellations create scheduling difficulty, it is possible that I may not be able to provide you with a regular appointment day and time. If cancellations interfere with effective therapy, I may ask that you re-think your willingness/readiness to engage in this process.
- I am available to you by phone should problems arise and am happy to talk with you.*** There is no fee for phone calls between sessions less than 10 minutes. Any calls that are 10 minutes or longer will be considered partial sessions and will be billed according to your 50 minute session fee (on a prorated basis). I will make every effort to return your call within 2 business days. ***Please be aware that I am not available at times other than my business hours (Mondays – Thursdays, 10:00 am – 6:00 pm). Please do not use email or texting for anything other than scheduling purposes. If an emergency arises, please call 911 or go to your nearest emergency room.***
- There will be times when I work remotely, and other times when I am away and/or not available by phone or e-mail.*** At this time, I am working only via phone or video-sessions. This may change as 2022 progresses and/or there is more information about COVID-19 that indicates in person sessions are more feasible. I will also be away from work for periods of time throughout the year, including 8 weeks in the summer and at least one week each quarter. At other times when I know I will be unavailable, I will provide you with as much notice as possible. When I am away and unavailable by phone/email, I will provide you with a list of possible resources.
- A separate fee will be negotiated for any reports or evaluations that you may need for personal and/or legal purposes.*** Any report writing for insurance purposes or court purposes, or any appearances in court or depositions will be billed to you at twice your hourly rate.
- You will be responsible for full payment for sessions each time we meet.*** This is true even if you are submitting bills to a third party such as an insurance company. Your therapy with me may be partially covered by your health insurance and I will be happy to submit to you whatever material is required in order to facilitate your reimbursement. ***Please remember that I am not paneled with any insurance companies and will not be checking on your coverage or benefits.*** Please make sure you understand your benefits. It is your responsibility and in your best interest to periodically check to ensure that statements you send to your insurance carrier are being received and processed.
- I will communicate with your primary healthcare provider, psychiatrist or any other individual only if you give me permission through signing a consent form to release information.*** Your therapy is confidential to the extent allowable by law. Only in instances in which your safety is in jeopardy, others' safety is in jeopardy, or you disclose that you have hurt a child or elder am I required to take action. If you have not seen a primary healthcare provider, it may be possible that I will recommend that you receive a physical examination to determine if there are physical issues that contribute to your mental health. ***In some instances, I may deem it imperative to speak with others who are providing you with services in order to render the best/most coordinated care. Should you refuse to allow me to speak with these providers, I may determine that I cannot offer you optimal care and may refer you elsewhere.***
- IL Public Act 098-0063 (Illinois Concealed Carry) Regulations.*** This act became law on July 9, 2013 and provides very strict rules and requirements for those looking to carry firearms with them in public places. In accordance with Section 65: (a-10) of the Concealed Carry Law, Jeffrey Levy, LCSW, PLLC prohibits the carrying of concealed firearms or other weapons on our properties.

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Client Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeff Levy Signature

\_\_\_\_\_  
Date