



## **AGREEMENT FOR PSYCHOLOGICAL SERVICES**

**Last update 06/06/2018**

### **General Information**

Formerly known as Grace Blocher, Ph.D & Associates, LLC., since 2015, our practice underwent a name change in June of 2018 to Graceway Psychology Group, LLC. We are operating under both names during the transition period until the former name is dissolved.

### **1. Confidentiality**

All services, including psychotherapy and assessment, provided by our clinician are confidential as mandated by state and federal laws. No information can be released without your written consent, except in cases of child/elder abuse or where a person is a threat to their own or someone else's safety. Such instances may include, but are not limited to, instances where there is a threat to kill or injure another person, or a threat to commit suicide. Our psychologists must also release records if court-ordered to do so.

Graceway Psychology Group, LLC. requires that an emergency contact be kept on file should your safety be at high risk. In this case, the emergency contact may be informed of your safety risk.

The most secure way to reach your clinician is by phone. Email is not completely secure or confidential, and therefore it is discouraged the usage of email to communicate personal content related to therapy sessions. Email is best used only for administrative purposes, such as arranging or changing appointments or to relay payment/insurance information. Your clinician will respond to personal content in person in the next appointment. When emails are used to contact a clinician, all emails are retained in the logs of both of our Internet service providers. While unlikely that someone is looking at details in these logs, they are, in theory, available to be read by the system administrator(s) of the Internet service providers. Any email correspondence becomes part of your legal record.

Should your clinician run into you outside of the therapy office, she/he will maintain confidentiality through non-acknowledgment unless you initiate contact with her/him.

### **2. Risks and Benefits of Services**

Psychotherapy is not easily described in general statements. It varies depending on the personalities of the psychologist and client, and the particular problems you bring forward. There are many different methods. Psychotherapy is not like a medical doctor visit. Instead, it calls for a very active effort on your part. In order for the therapy to be most successful, you will have to work on things you talk about both during your sessions and at home.

Psychotherapy can have benefits and risks. Since therapy often involves discussing unpleasant aspects of your life,



you may experience uncomfortable feelings like sadness, guilt, anger, frustration, loneliness, and helplessness. On the other hand, psychotherapy has also been shown to have benefits for people who go through it. Therapy often leads to better relationships, solutions to specific problems, and significant reductions in feelings of distress. But there are no guarantees of what you will experience.

Psychological assessment is usually more structured and it involves several parts: a structural interview, testing administration, scoring and interpretation by a psychologist. Some people request for psychological assessment with a certain agenda (for example, to receive academic accommodation). Please be aware that our psychologists are neutral assessors and that the results might not help your agenda.

### **3. Psychotherapy Meetings and Termination**

Typically, psychotherapy sessions are scheduled at the same day and time every week unless otherwise prearranged. Regular attendance will produce the maximum possible benefits but you can choose to discontinue treatment at any time. If and when you decide to discontinue treatment, please inform your psychologist verbally or in writing. Should your psychologist decide to discontinue treatment with you, she/he will inform you verbally or in writing.

There are some circumstances when your psychologist may decide to terminate the contract:

- a) When your psychologist and you both agree that you have reached your treatment goals, and you no longer need her services.
- b) When your psychologist believes that she/he cannot provide you the kind of service you need for your mental health and well-being.
- c) When you no-show a session, your psychologist will follow-up with you once. If you still do not respond to her/his contact within a reasonable time, you will be discharged from Grace Blocher, Ph.D. & Associates. How long your psychologist will wait for your respond before termination will be specified in her/his contact with you.
- d) If your account has not been paid for more than 30 days and arrangements for payment have not been agreed upon.

When Service is terminated, unless your psychologist and you both agree that you no longer need mental health services at the time, your psychologist will provide you with a list of local services that can better meet your needs and/or financial circumstance. Grace Blocher, Ph.D. & Associates will also assist you in connecting with the referral offices by transferring records.

### **4. Psychological Assessment Meetings and Termination**

Typically, psychological assessment involves several procedures: a face-to-face structured interview, psychological testing, scoring and interpretation of the test results, report-writing, referral and treatment arrangement, and an optional feedback session. You will attend the structured interview, psychological-testing, and the optional feedback session. Once you attend the feedback session, the assessment is completed and your working relationship with your clinician will then be terminated. If you opt out of the feedback session, once the assessment is completed, your working relationship with your clinician will also be terminated.

### **5. Cancellation Policy**

A scheduled appointment means a time is reserved for you. When you schedule an appointment, you are reserving a block of time that cannot be used by someone else. If an appointment is missed or cancelled with less than 24



hours’ notice, you will be charged a fee of \$100. Your insurance does not pay for sessions that were not attended, and therefore, you will be entirely responsible for this missed appointment/late cancellation fee of \$100.

**6. Payment and Insurance**

It is your responsibility to pay for the services you received at Graceway Psychology Group, LLC. If you opt to use your insurance coverage for services, please be aware of the following:

- A mental-health related diagnosis will need to be included in each claim. It may become part of your permanent mental-health record.
- Your benefit for psychotherapy might not be the same as your benefit of psychological testing.
- With insurance, there is no guarantee of payment, and you are responsible for all fees that your insurance provider does not cover.
- Insurance does not cover payment for missed appointments or appointments cancelled with less than 24-hour notice.

If you choose to have treatment service be kept private, no diagnosis will be entered in your permanent medical records and your insurance provider would not be informed of your treatment.

Payment can be made by cash, credit card, or check payable to Graceway Psychology Group, LLC. There is a \$35.00 fee for all returned checks.

If your account has not been paid for more than 30 days and arrangements for payment have not been agreed upon, your services will be terminated. Graceway Psychology Group, LLC has the option of pursuing any payment permitted by law.

**6. Emergency Services**

Graceway Psychology Group, LLC does not provide any emergency services. In case of an emergency, please call the local hospital’s emergency room or 911.

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**Signature**

If you have any questions or about the services or this agreement, please ask your clinician.

I, \_\_\_\_\_, have reviewed and I understand that content of this agreement.  
I agree to the terms of this agreement with Graceway Psychology Group, LLC.

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