

Steven D. Graham, Ph.D., D.Min.

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Welcome! I am pleased that you have chosen me to help you achieve emotional and relational health. Thank you! I am committed to doing all I can to make our work together as effective and helpful as possible. I believe that time spent in therapy is a powerful investment in yourself and your future.

My standard fee is \$235. I also work on a sliding scale with a fee range from \$175-\$235 per clinical hour (50 minutes). You can discuss your fee with me *at any time in the course of your treatment*, and we can adjust if there is financial need. How many times you meet with me depends on the issues you bring and your commitment to the process.

There are several policies about fees that you should be aware of. Please initial each blank, indicating that you have read and understood each.

___ **Fees are collected at the time of service.** If you have insurance coverage, it is your responsibility to submit claims in order to collect from your insurance company. My office manager will provide the receipts.

___ **I bill for any additional professional services beyond the office visit.** Additional services include, but are not limited to, unscheduled phone sessions, written reports for third parties, my consultation(s) with other professionals, and any reports needed for legal or other reasons.

___ **If we decide that a psychological assessment is needed, you will be responsible for the fees.**

___ **Please notify me of cancellations at least 24 hours in advance.** You may cancel by voicemail, email, or by responding to the text reminder. If you cancel less than 24 hours before your appointment, you will be billed for that appointment.

___ **If you cancel twice in a row with less than 24 hours' notice,** or if you miss a total of two scheduled appointments without notification, I reserve the right to suspend services.

___ **If you provide me with a credit card,** that card may be used for payment in the event of a missed appointment with less than 24 hours' notice.

___ **We no longer cover credit card processing fees, but we do cover debit card processing fees.** The credit card company will automatically add up to 3%, depending on what type of card you use.

___ **If I am seeing you or your children for therapy,** I am prevented by Florida law from serving as an expert witness in matters of child custody, fitness for parenting, and divorce.

___ I put out important office notices as well as articles I write to enhance your therapy. **Please initial this line that you consent to receive my notices via email.**

___ You also need to know that I cannot provide around-the-clock availability. If you should experience an emotional crisis when I am not available, you can contact the Hillsborough Suicide & Crisis Hotline at **813-238-8822** or **813-234-1234**. For Children's Crisis Services, call **813-238-5909**, and the Mobile Crisis Unit can be reached at **813-237-3101**. Please make a copy of this for future reference.