

LEARNING AND THERAPY CORNER

BUILDING STRONG FOUNDATIONS AND BRIGHT FUTURES

1818 Pot Spring Road, Suite 100, Lutherville, MD 21093

410-583-5765 • www.LTCorner.com

New Client Registration and Contract of Psychological Services

****SUMMER PROGRAM REGISTRATION FORM****

Initiation Date: _____

Client's Name: _____ Date of Birth: _____

Parent(s) or Guardian(s): _____

Address: _____

Phone #'s: Home: _____ Work: _____ Cell: _____

Email Address: _____

School: _____ Grade: _____ Who Referred you? _____

Description of Services

Summer Skills Training Group (Social Skills/ Coping Skills/ Executive Functioning Skills)

The psychologist will consult with the family and observe the child to identify areas of need. The psychologist will work with the child within a group setting to develop his or her skills, practice his or her skills, and then appropriately use and generalize those skills across settings. Skills training may include but is not limited to initiating and maintaining social conversations, topic maintenance, making and keeping friends, negotiating conflict, expressing feelings, controlling anger or excitement, reading emotional or social cues from others, planning, prioritizing, organizing, and self-monitoring. The psychologist will provide the family with suggestions to practice the skills at home between sessions.

Summer Skills Training Group: Mondays July 3rd - July 31st (45-minute sessions)

Back To School Boot Camp: August 21st- August 25th (45-minute sessions)

All psychological services at the Learning and Therapy Corner are provided by a licensed psychologist

Client Confidentiality and Privacy Notice

I understand that all information shared with the psychologist at the Learning and Therapy Corner is confidential and my child's information will not be released without my consent. While receiving services at the Learning and Therapy Corner, my child's information may be shared with other professionals for billing purposes and/or treatment purposes. All professionals associated with the Learning and Therapy Corner are obligated to preserve my child's privacy. In order to release my child's information to an outside party, consent to release information is given through written authorization. Verbal consent for limited release of information may be necessary in special circumstances. I further

understand that there are specific and limited exceptions to this confidentiality which include the following:

- When there is risk of imminent danger to my child or to another person, the psychologist is ethically bound to take necessary steps to prevent such danger.
- When there is suspicion that my child is being neglected or abused (sexually, physically, and/or emotionally) or is at risk of such neglect or abuse, the psychologist is legally required to take steps to protect the child and to inform the proper authorities.
- When a valid court order is issued for records, the psychologist and the Learning and Therapy Corner are bound by law to comply with such requests.

If you have any questions or concerns pertaining to the limits of confidentiality or the privacy practices of the Learning and Therapy Corner, please feel free to contact the psychologist to further discuss the Client Confidentiality and Privacy Notice.

Schedule of Fees

Summer Skills Training Group (5-weeks) Early Registration: \$375.00 by June 19th Regular Registration: \$425.00 by July 3rd	Back To School Boot Camp Early Registration \$375 by July 31st Regular Registration \$425 by August 11th
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Payment of Fees

Summer Skills Training Group

The fee is due in full at the time of registration with the registration form. Registration forms will be considered on a first come/ first serve policy. The Learning and Therapy Corner reserves the right to cancel any program if there is insufficient enrollment. If a program is cancelled by the Learning and Therapy Corner, the fee will be refunded to the family.

Insurance Forms

The Learning and Therapy Corner does not accept insurance. Each family is responsible for paying for services. If the family would like to pursue reimbursement, the Learning and Therapy Corner will complete the basic forms required by most insurance companies at no additional cost. Preparation of additional information required by a specific insurance company will be charged to you at the hourly rate.

Returned Checks

If a check is returned for insufficient funds a \$25 fee will be assessed in addition to the amount due.

Additional Notes

Cash or checks are acceptable forms of payment. Please make checks out to **Learning and Therapy Corner**. Phone conversations exceeding 10-minutes will be charged the psychologist's hourly rate (\$150) in 10-minute increments. Payment for phone consultations with parents or professionals and/or any scheduled parent/professional conference will be due in full at the next scheduled session along with the regular scheduled payment. Any participation in legal proceedings will require payment for services. Due to the difficulty of legal involvement, fees for legal services will be different and quoted at the time you request the service based on the services required.

Additional Information

Parent/Psychologist Communication

If parents feel they need information or consultation from the psychologist beyond the time allotted in the session, they may:

- Correspond with the psychologist via email. Email is checked daily. Parents are encouraged to use this means of communication because of its ease and efficiency.
- Contact the psychologist via telephone for a brief conversation. Any phone call exceeding 10 minutes may be subject to a fee. The fee will be based on the hourly rate in 10-minute increments.
- Schedule a conference: Conferences will be charged the hourly rate.

Waiting Room

The Learning and Therapy Corner offers a waiting room with various toys, books, and activities. Please help your children pick up the toys and books and throw all trash away before leaving. During the session, please be respectful of all service sessions taking place by remaining in the waiting room and keeping voices down.

Drop Off Policy

You may drop your child off for his/her session only if; 1) Your child is aware and comfortable with you dropping off, 2) You speak with the psychologist and she agrees that it is okay for you to drop your child off, 3) The psychologist has an emergency contact number, 4) You return five-minutes prior to the session ending time. The psychologist has a full schedule and cannot be responsible for your child beyond the scheduled service time. Furthermore, it is not fair to the next scheduled client to begin a session late due to your late return.

Inclement Weather Policy

Decisions to cancel appointments due to inclement weather will be made on an as needed basis. The Learning and Therapy Corner DOES NOT automatically follow the Baltimore County School Inclement Weather Policy for closings and delays. Please check with the psychologist to see if the Learning and Therapy Corner is open on a particular day.

Consent for Psychological Services

PART 1:

I have read and fully understand the policies and procedures of the Learning and Therapy Corner, including the Client Confidentiality and Privacy Notice. I agree to abide by the terms and conditions listed in the Contract of Psychological Services.

Client's Name: _____

Parent/Guardian Signature: _____ Date: _____

PART 2:

I have read the Schedule of Fees and Payment of Fees outlined in the contract and agree to provide payment by the specified due date.

Parent/Guardian Signature: _____ Date: _____

