

STATEMENT OF UNDERSTANDING

Please read the following and initial each statement indicating your understanding of and agreement with its contents and implications. Dr. Burmeister is unable to provide treatment without these terms being agreed upon in advance.

_____ I understand that I will be paying the following fees for clinical services:

- _____ Individual sessions (50 minutes)
- _____ Couple or family sessions (50 minutes)
- _____ 90 minute sessions

You will be charged for 15 minute increments for additional time on sessions, telephone consultations, case management, document review, and e-mail correspondence (excluding appointment scheduling). These charges will be automatically charged to the active credit card on file. Credit card charges will include a .043 percent upcharge.

_____ This office does not carry balances. We will be happy to provide you with insurance claim forms at your request. These forms are generated monthly but can be provided at other times per your request. MasterCard and Visa can be used to pay for sessions.

_____ I understand that I am responsible for payment of any missed session unless I have provided notice a minimum of 24 hours in advance of the appointment. Cancellation must occur by telephone 24 hours in advance unless you have emailed and/or texted AND received a confirmation by Dr. Burmeister that the cancellation has been received. If you have not received confirmation, place a phone call to 214-378-7260 and leave a message 24 hours in advance.

_____ I understand that I will forfeit my session if I am 15 minutes late without notification to Dr. Burmeister. If Dr. Burmeister has not received notification by me within the 15 minutes that I am arriving late, she will bill me for the session and the session will be forfeited.

_____ I have received a copy of the Texas Notice Form that explains the use and disclosure of my mental health record maintained by this office.

_____ Dr. Burmeister does not take any cases that involve legal disputes where it is the intention of the client to receive documentation to provide a court or attorney. A large part of Dr. Burmeister's practice involves individuals and families experiencing divorce. In the event a child custody evaluation is needed, you will be referred to a custody specialist.

Client Signature

Date