

Jonah Green and Associates, LLC

3930 Knowles Avenue #200

Kensington, MD, 20895

Phone # (301) 466-9526

Statement of Policies

For Clients and Clients' Guardians

Thank you for choosing us as your mental health provider. The following are our practice policies:

1) Confidentiality

All information that you or your child gives to us is kept strictly confidential except in the following circumstances:

- You sign a release of information stating that we can communicate with a particular person or entity
- You or your child presents as a danger to self or others
- There is evidence of abuse or neglect of a child or vulnerable adult

For the purpose of providing the highest quality of care, we may consult on cases with other licensed mental health professionals, who are bound to keep the details of such cases confidential. During these consultations we do not provide identifying information on clients such as names, places of work, etc.

2) Evaluation and Methods of Treatment

Prior to beginning treatment, we will conduct an evaluation and determine a mental health diagnosis or diagnoses, if indicated. We will then develop a treatment plan together with you that may include individual, family, couples, and/or group psychotherapy. We may discuss options for other mental health treatment or recommend that you, your family, or your child receive additional treatments or services (E.G., psychiatric, educational, medical).

3) Policy regarding missed appointments

You are responsible for paying for your scheduled time unless you cancel more than 24 hours in advance.

4) Policy regarding legal/custody disputes

We do not allow any record of treatment or any evaluations to be used in custody disputes, either during or subsequent to treatment.

5) Charges for professional services

In certain circumstances we charge for professional services (such as phone consultations, meetings, or report-writing) ancillary to in-person therapy.

6) Payment Policies

Payment is due at the time of service, unless otherwise agreed upon. We accept payment by check, money order, cash, or credit card. We charge a fee for returned checks. When applicable, we provide you with a monthly invoice that can be used to obtain reimbursement from insurance companies or other sources. In certain cases we bill insurances or other entities directly; if we do we may need to provide these entities with clinical information.

Thank you. We look forward to working with you.

Revised 7/12/13