MARY LOU TABERS, MA, LMFT
11901 N. MacArthur, Suite D-5., Oklahoma City, OK 73162
PH: 405-436-9962

Financial Policies

1. **Session Fee:** Mary Lou's session fee is $150 for the intake session and $140 thereafter per 60-minute session. **Payment is due when service is rendered**. She may be able to offer some reduced fees or payment plans for those who wish to pay cash and not submit to insurance, or who are suffering financial hardship (this is something you will need to talk to her about).
2. **Payment Methods:** Mary Lou accepts checks, cash, and credit or debit card payments. Your credit/debit card information will be kept securely on file. Although Mary Lou uses the "square" payment system for credit/debit cards to collect at the end of each session, please remember to bring the credit card you choose to use at session.
3. **Insurance:** Mary Lou will have her billing company file insurance for you, if you have insurance. Mary Lou's billing company makes good effort to collect money due from your insurance. However, you are ultimately responsible for your balance. If you have a credit balance when you terminate therapy and all insurance has been paid, Mary Lou will mail you a check.
4. **Late Cancellations and Missed Appointments:** If you should miss or cancel a session with less than **24 hours notice** other than due to inclement weather, your charge for the session will be **$50.00**, which you agree to have charged to your credit or debit card on file, or alternate payment methods. Please be mindful that Mary Lou often has a waiting list and people need notice to come in. This is a normal policy among practitioners for the respect of time for all involved. Your insurance will not cover this cost.
5. **Phone calls and e-mails:** Mary Lou prefers to make appointments over the phone; although she will work with you via email and will respond within 24 hours. Please give her 2 days to answer emails or longer when she has been out of town. Phone calls and e-mails to or from you or on your behalf over 10 minutes long will be charged to you and prorated based on your session rate, i.e. 15 minutes = ¼ charge of your session rate.
6. **Reports and Court:** If you request a report, there will be a charge for the report depending on the length. In making every effort to maintain client confidentiality, Mary Lou does not testify in court regarding custody, divorce action, or other legal matters.

Credit/Debit Card Information: **Circle Type – Visa – MasterCard – Discover**

Credit Card Number: _____ Expiration Date: _____
Security Code: _____ Billing Zip Code: _____

If I / we are using insurance, I / We authorize Mary Lou Tabers to release information required by our insurance company in order to process our claims. I / We authorize payment directly to the therapist. My signature below indicates that I understand and agree with the therapist's financial policies.

I would like to pay my session fees with the above card: Circle one: yes no

_____ _____
Signature Date Signature Date