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**New Patients:** Please bring all pertinent information regarding the patient with you at the first visit, including their psychiatric and medical health history, a detailed history of any psychiatric diagnosis, medications that they have taken, (doses, response to the medication, any side effects, etc.) and any psychiatric testing that has been done.

**Cancellation Policy:** All appointments must be cancelled 24 hours in advance in order to avoid being charged for the missed appointment. (Insurance companies do not cover missed visits, so you will be responsible for the full payment of the visit if you do not cancel in advance and miss your appointment).

**Insurances Currently Accepted**

Blue Cross Blue Shield:  
Indemnity  
HMO Blue  
Blue Care Elect

All co-payments must be made at the time of the visit by cash, check or credit card. A bill for services (minus the copayment) will be sent directly to your insurance company.

I acknowledge that I have read this policy and that I am responsible for fees that are not covered by my insurance company.

Client Signature \_\_\_\_\_ Date \_\_\_\_\_