

Townsend Psychological Services

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Policy Update Notice

Dear Clients,

With all of the things that have changed in our healthcare environment, we are experiencing changes as well. As of April 1, 2015 there will be new office and billing policies in place. Please sign and return the attached acknowledgement of policy change in order to continue receiving treatment.

I. Change of Insurance Providers

As of April 1, 2015, we will only be able to bill TriCare from my office. I will no longer be able to bill Blue Cross Blue Shield, Magellan, Cigna, Aetna or any other insurance companies. We will provide you with a receipt to give your insurance company which has all of the information you will need to file outside of TriCare.

II. Change of Fees

Our fees as of April 1, 2015 will be \$120 per 60 min session. If you are a retiree, there is \$25 co-pay, due at the time of the appointment. If you have TriCare Standard, you have an out of pocket deductible which begins every October 1st and then, a small co-pay.

III. Change of Hours

As of March 1, 2015, my office hours will be 10am 1PM, 2PM - 6pm Monday - Friday. We will also close Saturday & Sunday.

IV. Change of Cancellation & No-Show Policy

As of March 1, 2015, my office will strictly enforce a fee of \$60 for appointments cancelled without a 24-hour notice. Any patient with 3 missed appointments is subject to termination of care.

Best regards,

Rebecca G. Townsend, SrLPE, LPC