



Overview of Policies, Services, and Fees

Thank you for seeking services at *Skinner Psychological Services, PLLC*. This document is meant to serve as a general reference; however, detailed procedures are formally documented within relevant consent forms that require signature prior to commencement of services. Please note that the information contained in this document is subject to change at any time and, thus, should always be confirmed upon intake and/or with your treating clinician.

Practice Information

- Alyson H. Skinner, PhD (Owner/Director) is a New York State licensed psychologist, subject to the local and federal laws governing practice of psychology. All associates, including administrative assistants, contractual clinicians, and clinicians-in-training, are also bound to regulations stipulated by their respective licensing boards and codes of professional ethics.
- In order to employ an informed approach to consultative, evaluative, and therapeutic services, certain details and documents may be requested upon intake and/or throughout the course of service provision. Failure to produce these materials may delay scheduling of appointment(s) and/or necessitate rescheduling pending their receipt and review.

Contact Information

- All correspondence should be directed to the telephone number and/or email address provided in the footer of this page, unless otherwise specified at the time of intake or by your treating clinician. Efforts are made to check messages each scheduled workday whenever possible. Due to the nature of clinical practice and triage, response time may vary; however, every effort will be made to respond to inquiries within 2-3 business days following receipt.
- Clinicians at *Skinner Psychological Services, PLLC* do not provide crisis management and cannot guarantee availability for contact outside of scheduled client appointments. All clients and caregivers should immediately call 9-1-1 or go to their nearest hospital if an emergency or any threat to personal safety should arise.
- Appointments are scheduled based on clinician availability, which varies on an individual basis. Dr. Skinner currently holds session hours Monday, Tuesday, and Thursday from approximately 1:00pm-7:00pm and evaluation appointments on Friday afternoons. Additional time slots may be available for certain services (e.g., assessment, educational consultation), in extenuating circumstances, or if indicated by your treating clinician.

Billing Information

- Clients are responsible for full payment at time of service, except when indicated otherwise or determined individually. *Cash, check, and major credit cards* are accepted as forms of payment.
- Dr. Skinner and associates at Skinner Psychological Services, PLLC **do not participate on insurance plans** at this time due to constraints imposed by managed care that are incompatible with our commitment to high standards for treatment services. Please check with your insurance provider to determine eligibility for out-of-network coverage and reimbursement. A detailed invoice will be provided upon submission of payment, which outlines services rendered and contains diagnostic and procedural codes required for submission of claims.
- Notice of cancellation must be provided at least 2 business days in advance of any scheduled appointments. *Except* in cases of illness or under extenuating circumstances, at clinician discretion, clients will be held responsible for the following missed session fees:

Therapy Services

- Late cancellation (24-48 hours): \$25
- Same-day cancellation: \$50
- No-show: full fee

Consultation & Evaluation Services

- Late cancellation (24-48 hours): \$50
- Same-day cancellation: \$100
- No-show: \$200

Schedule of Services and Fees

Consultation Services

<u>Service Type</u>	<u>Component(s) Included</u>	<u>Fee</u>
New Client Consultation <i>Initial appointment for new clients seeking evaluation services, record review, educational planning/advocacy, and/or general consultation</i>	<ul style="list-style-type: none"> Record review 60-90 minute session <i>With written summary and recommendations</i>	\$495 + \$250
Follow-Up Consultation <i>For current or former clients</i>	60 minute session 90 minute session	\$350 \$425
Professional Consultation <i>For clinical service providers</i>	30 minute session 60 minute session 90 minute session	\$195 \$225 \$255

Notes: Italicized “components” are indicative of optional/add-on services. Consultation fee will be applied to total fee for evaluation services (when applicable); see following sections for further information.

Psychotherapy Services

<u>Service Type</u>	<u>Component(s) Included</u>	<u>Fee</u>
Intake Interview <i>Initial session with caregiver(s)/adult client</i>	<ul style="list-style-type: none"> Record review 60-90 minute session 	\$495
Individual and Conjoint Psychotherapy <i>Individual therapy, parent training, family therapy, marital therapy, intimate relationship counseling</i>	Senior Clinician (PhD/PsyD) 30 minute session 45 minute session 60 minute session <i>15-minute extension</i> Associate Clinician (LCSW/LMHC) 30 minute session 45 minute session 60 minute session <i>15-minute extension</i> Junior Clinician (Doctoral Trainees) 30 minute session 45 minute session 60 minute session <i>15-minute extension</i>	\$225 \$250 \$275 \$40 \$155 \$175 \$195 \$25 \$80 \$95 \$105 \$20

Note: Certain services or sessions may be conducted through a secure, HIPAA-compliant online psychotherapy portal, as determined on a case-by-case basis.

Schedule of Services and Fees

Basic Evaluation Services

<u>Service Type</u>	<u>Component(s) Included</u>	<u>Fee</u>
Psychosocial Assessment <i>Overview of developmental, behavioral, social, and emotional characteristics in context of family and situational factors</i>	<ul style="list-style-type: none"> • Record review • 60-90 minute parent/client interview • Written report 	\$850
Cognitive Assessment <i>Measures intellectual abilities/"IQ"</i>	<ul style="list-style-type: none"> • 30 minute parent/client interview • Testing session(s) • 30-60 minute feedback session • Written report 	\$1695
Academic Assessment <i>Measures academic skills and learning profile</i>	<ul style="list-style-type: none"> • 30 minute parent/client interview • Testing session(s) • 30-60 minute feedback session • Written report 	\$1695
Psychoeducational Assessment <i>Provides profile of intellectual abilities/"IQ" and academic learning; identifies learning disorders; comprises part of "triennial" evaluation for students with special education services</i>	<ul style="list-style-type: none"> • 60 minute parent/client interview • Cognitive testing session(s) • Achievement testing session(s) • 60-90 minute feedback session • Written report 	\$4195
Service Eligibility Assessment <i>Components, structure, and fees may vary based on prior testing, existing documentation, and/or specific services being sought</i>	<ul style="list-style-type: none"> • Record review • 60 minute parent/client interview (psychosocial) • Cognitive testing session(s) • Assessment of adaptive functioning • 30 minute feedback session • Written report 	\$3595

Schedule of Services and Fees

Comprehensive Evaluation Services

Youth Diagnostic Assessment <i>Identification/clarification of neurodevelopmental and psychiatric conditions (if applicable) affecting social, emotional, behavioral, and/or educational functioning</i>	<ul style="list-style-type: none">• Record review• 60-90 minute parent/collateral interview• Cognitive testing session(s)• Clinical testing session(s)• Standardized rating forms (parent & teacher)• 90 minute feedback session• Written report	\$4995
Adult Diagnostic Assessment <i>Identification/clarification of neurodevelopmental and psychiatric conditions (if applicable) affecting social, emotional, behavioral, and/or vocational functioning</i>	<ul style="list-style-type: none">• Record review• 60-90 minute parent/collateral interview <u>or</u> clinical interview• Cognitive testing session(s)• Clinical testing session(s)• Standardized rating forms (self & informant)• 90 minute feedback session• Written report	\$4695
Youth Comprehensive Assessment <i>Neuropsychological, psychoeducational, and psychodiagnostic testing</i> <i>Individualized based on presenting concerns and referral questions – may entail measures of executive functioning, social communication, visual-motor skills, and/or learning style</i>	<ul style="list-style-type: none">• Record review• 60-90 minute parent/collateral interview• Cognitive testing session(s)• Achievement testing session(s)• Clinical testing session(s)• Standardized rating forms (parent & teacher)• 90 minute feedback session• Written report	\$5495
Adult Comprehensive Assessment <i>Neuropsychological, psychoeducational, and psychodiagnostic testing</i> <i>Individualized based on presenting concerns and referral questions – may entail measures of executive functioning, social communication, visual-motor skills, and/or learning style</i>	<ul style="list-style-type: none">• Record review• 60-90 minute parent/collateral interview <u>or</u> clinical interview• Cognitive testing session(s)• Achievement testing session(s)• Clinical testing session(s)• Standardized rating forms (self & informant)• 90 minute feedback session• Written report	\$5295

Notes: Fees listed for services with “parent/collateral interview,” “client interview,” or “clinical interview” component include payment submitted for New Client Consultation. Payment for evaluation services may be submitted in full at the outset of testing or in installments as specified on the evaluation consent form. Other payment plan options and sliding scale fees may be available on a case-by-case basis. Please discuss any questions or concerns with the evaluating clinician.

Schedule of Services and Fees

Offsite Services

<u>Service Type</u>	<u>Component(s) Included</u>	<u>Fee</u>
School, Home, or Other Offsite Observation	• 60 minute visit	\$350
	• 90 minute visit	\$425
	<i>Written summary</i>	+\$250
CSE Meeting Participation	• 30 minute planning session (with family, advocate, legal counsel, or other involved parties)	\$495
	• Meeting attendance (up to <u>90 minutes</u>)	
	<i>Additional planning, 15-minute increments</i>	+\$25
	<i>Additional attendance, 15-minute increments</i>	+\$45
	<i>Written summary</i>	+\$250
Educational Program Assessment	• 60-90 minute program visit	\$495
	• 30 minute debrief or feedback session	
	<i>Written summary</i>	+\$250
Legal Planning/Collaboration	• Dialogue and/or correspondence up to 30 minutes (collective)	\$95
	<i>Additional 15-minute increments</i>	+\$20
Legal Testimony	• Half-day (up to 4 hours)	\$1195
	• Full-day (up to 8 hours)	\$1995
<i>Includes planning and preparation with client, family, and/or legal counsel (up to 60 minutes)</i>		

Notes: Italics are indicative of optional/add-on components.

Travel exceeding 30 minutes from office location will be billed at an additional fee of \$25 per 15-minute increment.