



## 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 with your clinician.

### **Practice Policies:**

- *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, contractors, and clinicians-in-training, are also bound to regulations stipulated by their respective licensing boards and codes of professional ethics.
- All correspondence should be directed to the telephone number and/or email address provided in the footer of this page, unless otherwise specified by your treating clinician. Efforts are made to check all messages once per morning and evening of each business day, at minimum. Due to the nature of clinical practice and triage, every effort will be made to respond to inquiries within 1-2 business days following receipt.
- 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.
- Appointments are typically scheduled Monday-Thursday between the hours of 10:00am and 7:00pm. Additional time slots may be available for particular services (e.g., assessment, educational consultation), in extenuating circumstances, if previously agreed upon, or when indicated by your treating clinician.
- Clients are responsible for full payment at time of service, except when indicated below or mutually agreed otherwise. *Cash, check, and major credit cards* are accepted as forms of payment.
- Dr. Skinner and associates at *Skinner Psychological Services, PLLC* do not currently participate on managed care panels due to constraints imposed by insurance providers that are incompatible with our commitment to individualized and comprehensive standards for treatment services. Please check with your provider to determine eligibility for out-of-network coverage and reimbursement. A detailed invoice will be provided for all sessions that outline services rendered and contain diagnostic and procedural codes required for submission of claims. In instances of financial hardship, sliding scale fees may be offered at clinician discretion.
- Notice of cancellation must be provided at least 24 hours in advance of any scheduled appointments. Missed sessions will be subject to a full fee charge, except under extenuating circumstances.
- Unless otherwise indicated through formal agreement, clinicians at *Skinner Psychological Services, PLLC* do not provide crisis management and cannot guarantee immediate availability. All clients should call 9-1-1 or go to their nearest hospital if an emergency or any threat to personal safety should arise.
- In order to most effectively address client needs, all services and corresponding terms are individually structured. Please contact *Skinner Psychological Services, PLLC* or your treating clinician directly to address any questions or concerns regarding the information contained in this document.

## Schedule of Services and Fees

### Consultation Services

| <u>Service Type</u>   | <u>Component(s) Included</u>   | <u>Fee</u>              |
|---|--|-------------------------|
| <b>New Client Consultation/Intake</b>   | <ul style="list-style-type: none"><li>Record review</li><li>60-90 minute session</li></ul>   | \$295                   |
| <b>Educational Consultation/Intake</b><br><i>(Psychoeducational evaluation; testing accommodations; giftedness testing; educational program review, planning, guidance, advocacy)</i> | <ul style="list-style-type: none"><li>Record review</li><li>15-30 minute consultation with referring professional (if applicable)</li><li>60-90 minute session</li></ul> | \$325                   |
| <b>Evaluation Consultation/Intake</b><br><i>(Diagnostic, neuropsychological, service eligibility)</i>   | <ul style="list-style-type: none"><li>Record review</li><li>15-30 minute consultation with referring professional (if applicable)</li></ul>                              | \$350                   |
| <b>Follow-Up Consultation</b><br><i>(Existing or returning clients)</i>   | 60 minute session<br>90 minute session   | \$250<br>\$295          |
| <b>Professional Consultation</b><br><i>(Clinical service providers)</i>   | 30 minute session<br>60 minute session<br>90 minute session  | \$175<br>\$225<br>\$275 |

**Note:** Consultation fee may be applied to total fee for evaluation services when applicable; see following pages for further information.

### Psychotherapy Services

| <u>Service Type</u>   | <u>Component(s) Included</u>   | <u>Fee</u>                       |
|---|--|----------------------------------|
| <b>Intake Interview</b><br><i>(Initial session with client and/or parent(s))</i>  | <ul style="list-style-type: none"><li>Record review</li><li>60-90 minute session</li></ul> | \$295                            |
| <b>Individual and Conjoint Psychotherapy</b><br><i>(Individual therapy, parent training, family therapy, marital therapy, intimate relationship counseling)</i> | 30 minute session<br>45 minute session<br>60 minute session<br>90 minute session           | \$175<br>\$195<br>\$225<br>\$255 |

**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

|                            |
|----------------------------|
| <b>Evaluation Services</b> |
|----------------------------|

| <u>Service Type</u>   | <u>Component(s) Included</u>   | <u>Fee</u> |
|---|--|------------|
| <b>Psychosocial Assessment</b><br><i>(Overview of developmental, behavioral, social, and emotional characteristics in context of family and situational factors)</i>  | <ul style="list-style-type: none"> <li>• Record review</li> <li>• 60-90 minute parent/client interview</li> <li>• Written report</li> </ul>  | \$325      |
| <b>Cognitive Assessment</b><br><i>(Measures intellectual abilities/"IQ")</i>  | <ul style="list-style-type: none"> <li>• 30 minute parent/client interview</li> <li>• Testing session(s)</li> <li>• 30-60 minute feedback session</li> <li>• Written report</li> </ul>   | \$895      |
| <b>Achievement Assessment</b><br><i>(Measures academic skills and learning profile)</i>   | <ul style="list-style-type: none"> <li>• 30 minute parent/client interview</li> <li>• Testing session(s)</li> <li>• 30-60 minute feedback session</li> <li>• Written report</li> </ul>   | \$895      |
| <b>Psychoeducational Assessment</b><br><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"> <li>• 60 minute parent/client interview</li> <li>• Cognitive testing session(s)</li> <li>• Achievement testing session(s)</li> <li>• 60-90 minute feedback session</li> <li>• Written report</li> </ul>   | \$1675     |
| <b>Service Eligibility Assessment</b><br><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"> <li>• Record review</li> <li>• 60 minute parent/client interview (psychosocial)</li> <li>• Cognitive testing session(s)</li> <li>• Assessment of adaptive functioning</li> <li>• 30 minute feedback session</li> <li>• Written report</li> </ul>  | \$1325     |
| <b>Diagnostic Assessment</b><br>With <u>comprehensive</u> written report  |  | \$2195     |
| With <u>abbreviated</u> written report  | <ul style="list-style-type: none"> <li>• 15-30 minute initial correspondence</li> <li>• Record review</li> <li>• 60-90 minute parent/collateral interview <u>or</u> clinical interview</li> <li>• Clinical testing session(s)</li> <li>• Observational and self-report questionnaires</li> <li>• 90 minute feedback session</li> <li>• Written report</li> </ul> | \$1850     |

## Schedule of Services and Fees

### Comprehensive Psychodiagnostic/Neuropsychological Assessment: Adult

|  |        |
|--|--------|
| With <u>comprehensive</u> written report | \$2595 |
| With <u>abbreviated</u> written report   | \$2350 |

- Record review
- 60-90 minute parent/collateral interview or clinical interview
- Cognitive testing session(s)
- Clinical testing session(s)
- Observational and self-report questionnaires
- 90 minute feedback session
- Written report

### Comprehensive Psychodiagnostic/Neuropsychological Assessment: Youth

|  |        |
|--|--------|
| With <u>comprehensive</u> written report | \$2995 |
| With <u>abbreviated</u> written report   | \$2750 |

- Record review
- 60-90 minute parent/collateral interview
- Cognitive testing session(s)
- Achievement testing session(s)
- Clinical testing session(s)
- Observational and self-report questionnaires
- 90 minute feedback session
- Written report

### Add-Ons

|                                       |       |
|---------------------------------------|-------|
| 30 minute parent/collateral interview | \$125 |
| 60 minute parent/collateral interview | \$150 |
| 60 minute classroom observation       | \$195 |
| 90 minute classroom observation       | \$225 |
| 30 minute post-feedback session       | \$125 |
| 60 minute post-feedback session       | \$145 |
| 90 minute post-feedback session       | \$175 |

**Notes:** Payment plans and sliding scale fees may be available on a case-by-case basis. Please discuss any questions or concerns with the evaluating clinician.

**Written Report Format:** A written report is produced as documentation of all evaluative services, unless otherwise discussed and agreed upon by client and clinician. Dependent upon reason for referral, intended use for report, and/or personal preference, one of two formats for the written report may be selected. The components typically included in each are listed below for reference; however, reports may vary based on type of evaluation and case-by-case circumstances. The evaluating clinician reserves the right to clinical judgment in determining structure and content of information included in the written report. Clients should consult directly with clinician at outset of services to determine most appropriate format.

- The abbreviated written report provides a brief summary of background information, review of findings, and basic recommendations. Descriptions of instruments administered and corresponding tables of scores are typically provided in an appendix.
- The comprehensive written report provides detailed background information, review of relevant records (if applicable), descriptions of each instrument and scores obtained, formulation and implication of findings, detailed recommendations, and individualized resources.

## Schedule of Services and Fees

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|-------------------------|
| <b>Offsite Services</b> |
|-------------------------|

| <u>Service Type</u>                     | <u>Component(s) Included</u>                       | <u>Fee</u> |
|---|--|------------|
| <b>Classroom or Offsite Observation</b> | • 60 minute visit                                  | \$225      |
|   | • 90 minute visit                                  | \$275      |
|   | <i>Written summary</i>                             | +\$95      |
| <b>CSE Meeting Participation</b>        | • 30 minute planning session                       | \$375      |
|   | • Meeting attendance (up to 90 minutes)            | +\$15      |
|   | <i>Additional planning, 15-minute increments</i>   | +\$25      |
|   | <i>Additional attendance, 15-minute increments</i> | +\$95      |
|   | <i>Written summary</i>                             |            |
| <b>Educational Program Assessment</b>   | • 30 minute planning session                       | \$325      |
|   | • 60-90 minute program visit                       |            |
|   | • 30 minute feedback session                       |            |
|   | <i>Written summary and recommendations</i>         | +\$95      |
| <b>Legal Planning/Collaboration</b>     | Up to 60 minutes (collective)                      | \$95       |
|   | <i>Additional 15-minute increments</i>             | +\$20      |
| <b>Legal Testimony</b>                  | Half-day (up to 4 hours)                           | \$595      |
|   | Full-day (up to 8 hours)                           | \$975      |

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

Travel exceeding 30 minutes from office location will be billed at an additional fee of \$10 per 15-minute increment.