

Beachside Counseling and Wellness, LLC

Jennifer Scott, M.D.

Please read the following policies and take a copy of this information with you for your records.

Appointments: The first appointment is scheduled for 45 minutes and is dedicated primarily to information-gathering, medication management and assessment of your concerns. Please come 15 minutes before your appointment to complete necessary paper work. Subsequent appointments are scheduled for 30 minutes: 25 minutes of face-to-face contact between us, with the extra 5 minutes devoted to planning and record keeping on your behalf.

Cancellations: There is a **\$75 charge** for appointments missed or not canceled 24 hours in advance. If you are late, I will wait 15 minutes before considering the appointment canceled. Insurance does not cover fees for missed appointments.

Confidentiality: All information you share will be held in confidence within the confines of the law and professional ethics. Specific exceptions and limitations to confidential handling of your Personal Health Information are described in detail in the **Notice of Privacy Practices. Please read these carefully and discuss any questions or concerns about them with me.** You are encouraged to keep a copy of this notice for your own records. Because **email and text messaging** are not considered strictly confidential forms of communication due to the technology involved, I do not use these for the exchange of clinical information. With your consent, we will email or text reminders of your appointments, for your convenience.

Emergencies: If you are experiencing a life-threatening emergency, please call 911 or 211 immediately. If you feel the need to speak with me before your next scheduled appointment, you may call the office at 321-327-3793, and I will call you back sometime during my regular office hours (Tuesday 9AM-1PM, Thursday 1PM-PM and Friday 11:30AM-2:30PM). After hours and during my planned absences, you may leave a message and I will return your call on the next day I am in the office.

Financial Agreement: At this time, I am not on and insurance panels. My initial appointments and any appointments made after not seeing me for more than (1) years' time are \$300. My regular follow up appointments are \$150. Payment is due at the time services are rendered unless other arrangements are made. You may pay by cash, check, or credit card. Returned checks are subject to a \$25.00 fee.