

Alison M. Acton, LMFT/EMDR Therapy

Office Policies

Fee

The fee for services will be established with you before the first session. The fee is due at the beginning of each session. The fee can be paid by cash, check, or credit card.

Insurance Reimbursement

Currently I do not bill insurance but if requested, I will provide you with a billing statement at the end of each month that you can submit to your insurance provider for potential reimbursement.

Consent for Treatment

Consent for treatment will be reviewed with you and obtained at the beginning of our first session together. It is my intention to assist you in effectively addressing your problems and concerns and in reaching your treatment goals. I utilize short term EMDR Therapy and you can choose to discontinue therapy prior to completion at any time.

Confidentiality

What is discussed in psychotherapy sessions is confidential except for the following:

- *if you are imminently suicidal or gravely disabled
- *if you threaten to seriously harm yourself or someone else
- *if you disclose child, elder, or dependent adult abuse
- *if your records are subpoenaed
- *if you give your written consent for me to release information to a third party

Cancellation Policy

Should you fail to cancel a scheduled appointment you will be billed for the entire cost of your missed appointment. A full fee is charged for missed appointments or cancellations with less than 24 hours notice.

Telephone Calls

I can be reached at (559)303-1637. Phone calls for normal business such as setting up appointments will be returned as soon as possible. If you have a life threatening mental health emergency, call 911.