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Practice Information & Policies

Cancellation Policy.

Please know that you are responsible for payment of \$240 if you “no show” for your appointment and/or if you cancel your appointment with less than 48 hours notice unless you are ill or there is a genuine emergency. The agreed upon appointment time is reserved for you and it is very difficult to fill an appointment slot with less than 48 hours notice. In the rare instance that I am able to fill a late cancellation with another appointment, I will not charge you the \$240 fee to your credit card on file. Any unpaid fees after 3 months will be turned over to collections.

Agreement to Pay for Professional Services.

By signing this form you are agreeing to pay for professional services provided. A credit card number will be kept on file via my online portal and payment of \$240 per session will be paid at the beginning of each session using the credit card number on file. Superbills, a receipt for paid services, are provided upon request after payment has been made.

Limits of Confidentiality.

You are protected by state law and professional ethics regarding confidentiality of communications between yourself and a therapist. At times I do request a release to other clinicians you are seeing so that I can provide the best care to you. Information can only be revealed when you have a signed release. Please note if you are using your health insurance for these sessions that you authorized the insurance company to examine your records when you signed for your insurance policy. In certain situations the law requires the therapist to reveal confidential information to others. These situations are: 1. When disclosure is ordered by a judge. 2. If I become aware of suspected or current emotional, physical, or sexual abuse or neglect of a child, elderly or disabled person and 3. When a client threatens to harm him/herself or others, or to property (I must also notify any identifiable potential victims).

Communication outside of session is for scheduling purposes only.

Text, phone, and email can be used for scheduling purposes only. I will respond to scheduling communication as soon as possible between the hours of 8 AM - 4 PM Monday - Friday, excluding holidays.

Please know that I do not read or respond to text, emails, or voicemails related to relationship related issues or any other non-scheduling concerns. All non-scheduling communication can be addressed within the counseling session. I do not perform therapy over text, email, or telephone.

Electronic communication.

Be aware that any electronic communication, including but not limited to email and text, are not secure forms of communication and I cannot ensure confidentiality of any form of communication through social media.

Emergencies.

If an emergency situation arises, please call 911 or go to your local emergency room.