



PRACTICE POLICIES AND SERVICE AGREEMENT

WELCOME

Welcome to Autism From The Start® - a premier developmental treatment center serving the greater Kansas City area. Our interdisciplinary team is devoted to helping parents identify autism early and to obtain the needed information, tools, and resources to help their children thrive developmentally. Our aim is on the *whole child* which naturally includes the *entire family*. Please read this document carefully, as it contains important information about our services, your rights, and practice policies. Note any questions that you might have so that we can discuss them when we meet. We look forward to partnering with you.

YOUR RIGHTS

At any time, you may question and/or refuse therapeutic or diagnostic procedures or methods, or gain any information you wish to know about the process and course of evaluations or therapy. You have the right to discontinue working with our team at any time. We may also discontinue treatment, if at any point, it becomes reasonably clear that your child will not benefit from an evaluation or treatment, or if a positive working relationship is not attainable. There are no guarantees that treatments will result in your desired outcome.

FINANCIAL POLICIES AND PROCEDURES

Fees.

Fees are based on the usual and customary rate for services for this area and vary based on type and length of service. To learn the cost of services appropriate to your child's needs, please contact our office manager at office@autismfromthestart.com.

Payment.

Payment is collected at the time of service. This practice accepts cash, checks, and credit card payments for your convenience. Payment for ASD evaluations is due in full prior to your appointment.

Insurance.

Our office contracts with a number of insurance companies and we will assist you with questions to ask your insurance provider and any needed paperwork, to best understand your benefits. You are responsible for any co-pays, co-insurance, and deductible amounts as indicated in your insurance plan. If we are not contracted with your insurance company, we will provide you with all appropriate information for submitting a claim to the insurance company in order to obtain reimbursement directly. You remain responsible for any fees your insurance company does not cover that fall outside of covered benefits.

Missed Appointments/Cancellations.

A 24-hour notice is required for the cancellation of an appointment. Appointments canceled with less than 24 hours notice will be charged a \$35 fee, as well as any applicable non-refundable deposit. Appointments missed because of inclement weather, your child's illness, or other major problems will not be charged a cancellation fee.

ACCEPTANCE OF THE ABOVE POLICIES

Your signature below indicates that you have read the information contained in this document and that you understand its contents. Furthermore, you accept the policies outlined herein and agree to abide by those terms during our professional relationship. You may revoke this consent at any time by notifying Autism From The Start® in writing, except to the extent that action has already been taken based on your previous consent.

_____Your initials indicate that you have received a copy of these policies for yourself.

Printed Name Date

Signature Relationship to Child