



Trinity Christian Counseling
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OFFICE POLICY

Payments of copays and outstanding balances are to be made at time of service. A \$5.00 billing fee will be charged for all unpaid copays.

If a session is not canceled 24 hours prior to the scheduled time a \$50.00 charge will be billed to your account.

A \$30.00 fee will be charged on all returned checks.

I have read the office policy of Trinity Christian Counseling and accept the terms.

Sign _____ Date _____

Remember that new deductibles and copays typically go into effect on January 1st. Please check with your insurance company if you have any questions.

Thank you,

Trinity Christian Counseling

David Brown DCE, LPC, NCC

Zhela Bennett, LPC

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Daniel Burke MA, LLP Amy Prosch, LMSW