



FINANCIAL RESPONSIBILITY AGREEMENT

Effective January 1, 2025

H. Peter Montminy, Ph.D., licensed clinical psychologist, provides private psychological services (including assessment, treatment, consultation, and coaching for children, adolescents, and families) according to the following conditions.

By engaging in services with Dr. Montminy, you agree to abide by these conditions.

1. You are fully responsible for payment of all fees associated with any services provided to you by Dr. Montminy.
2. Payment by a current and valid credit card is required at the time of scheduling your appointments online through Acuity, our confidential online scheduling and payment system. You will receive an immediate Confirmation Email for the appointment(s) booked through Acuity.
3. You will be provided with monthly invoices/statements reflecting all account activity for the month. Account statements will be emailed to you by my administrative assistant, Alisha.
4. Dr. Montminy is not a participating provider with any managed care or health insurance companies at this time. However, some of his services may be eligible for partial out-of-network reimbursement from your insurance company or Health Savings Account. You may use the monthly statements for seeking your own reimbursements, accordingly.
5. CANCELLATION POLICY: If you need to cancel or reschedule an appointment for any reason, you must do so at least 24 hours in advance.

Any missed appointments, or cancellations made within 24 hours of a scheduled appointment, will be assessed a \$50 "Late Cancellation" fee. Partial refunds will be provided electronically for cancelled appointments, as needed.

6. PAST DUE ACCOUNTS: If, for any reason, your account becomes more than 30-days past due, a \$25 per month late fee will be assessed. If your account becomes more than 120 days past due, you may be subject to collection proceedings as allowed by law. ALSO, failure to make prompt payments may cause services to be discontinued or terminated and referred for services elsewhere, as needed. Regardless, you are still responsible for payment of any outstanding balance for services rendered.

7. CURRENT RATES: The fee for Dr. Montminy's private services is \$195 per hour, billed to the nearest quarter hour. Billable hours include, but are not limited to: any consultation, evaluation, or treatment time, as well as record reviews, report writing, test scoring and interpretation, phone consultations with patients, parents or authorized others (eg., teachers, physicians), email correspondence, and school or inter-agency meetings.

Private consultation, coaching, and therapy sessions are billed at these rates:

Brief Session	(25-30 minutes)	\$ 95
Standard Session	(40-45 minutes)	\$ 150
Extended Session	(55-60 minutes)	\$ 195
Comprehensive Session	(75-90 minutes)	\$ 290

8. AUTHORIZATION for PAYMENT of APPROVED SERVICES: You agree that A Mindful Village may charge your credit card on file for any authorized services that Dr. Montminy schedules himself or otherwise provides for you without your pre-payment.

Such services may include but are not limited to:

- treatment sessions with older teens/college students who arrange for and transport themselves to appointments,
- phone or email consultations with family members or other authorized professionals
- school visits and meetings
- assessment or treatment reports

You will be notified when such services are scheduled and/or provided.

9. If there are extenuating circumstances that require you to make payments in some other manner, please discuss your request in advance with Dr. Montminy, along with his administrative assistant Alisha Munda for further consideration.

I understand and accept the conditions of this Financial Responsibility Policy, and I agree to provide payments in accordance with this Policy.

PRINT Child's Name: _____ Date of Birth: _____

PRINT Financially Responsible Parent's Name: _____

Parent's SIGNATURE: _____ Today's Date: _____

ATTESTED BY:

H. Peter Montminy, Ph.D.

Licensed Clinical Psychologist

Provider's Signature

Date