

We are glad to assist you and your family with occupational therapy services for your child. Please read this information carefully so that you become familiar with our policies and methods of practice.



Services Offered

We offer occupational therapy services including evaluation and treatment in the areas of sensory integration, fine motor, visual motor, handwriting, gross motor, self-care, and oral motor/feeding skills.

We provide clinic-based therapy and home and school consultation. Following a complete evaluation/screening, a treatment plan will be recommended (duration and frequency) as appropriate. Treatment goals will be developed at that time. If there is no history of ongoing therapy or assessment within the past year, an evaluation is necessary prior to the initiation of therapy.

Cancellations

Our goal is to find a time that is mutually convenient to see your child. Please give as much notice as possible if a therapy appointment needs to be cancelled (i.e. holidays, medical appointments, etc.). If a cancellation is necessary due to illness, please call by 8:00 AM the morning of your appointment. An appointment not cancelled by 8:00 AM will be charged at the regular treatment rate. If your treatment time is before 10:00 AM, please call by 5:00 PM the previous business day to avoid being charged.

We are unable to hold treatment times for extended cancellations such as summer break. If you need to cancel more than 4 sessions during the summer break, we will need to offer your treatment spot to another child on our waiting list. When you return, we will do our best to find a therapy time for your child.

Parent/Professional Conferences

Brief conversations with parents/caregivers following therapy sessions are considered an essential part of the therapy program. Scheduled conferences outside of treatment sessions with parents and/or professionals will be billed at the regular treatment rate. Progress reports can be written for your child upon request. Please allow 2-4 weeks for any testing to be completed and a report to be written. Reports are billed at the regular treatment rate.

Payment

You will be billed at the end of each month for therapy sessions. Payment is expected upon receipt of a bill. Bills that remain unpaid for 30 days will incur a late charge of 18% annually (compounded daily).

Insurance

If you are seeking reimbursement from your health insurance company, you must claim benefits independently. We will provide insurance codes for reimbursement; however, we do not accept payment from insurance companies and cannot guarantee reimbursement. You are responsible for full payment for each therapy session.