

MARK C. WHITE, LCSW, LMFT

2525 Wallingwood Dr. Ste. 7D
Austin, TX 78746

Business (512) 329-6070
Facsimile (512) 329-5108

CLIENT INFORMATION FORM

Name of Person Completing Form _____ Relationship to Client _____

Address: _____
 #, Street (Apt. #, if Applicable) City State Zip Code

Social Security Number: _____ - _____ - _____ Date of Birth: _____

Home Phone: _____ Mobile Phone: _____

Email address: _____ Referred by: _____

Client Name _____ Email address: _____

Address: _____
 #, Street (Apt. #, if Applicable) City State Zip Code

Social Security Number: _____ - _____ - _____ Date of Birth: _____

Home Phone: _____ Mobile Phone: _____

Payment

****Payment in full is due at the time of service****

Preferred method of payment: cash check credit card (see attached form for automated payments)

We are **out-of-network** for all insurance plans. Statements are provided at the end of the month that can be used to file an out-of-network claim if you choose.

24-hour notice is required for all cancelations. Missed appointment and late cancelations will be charged the regular fee.

PERSON RESPONSIBLE FOR PAYMENT OF SERVICES:

Billing address (if different from above)

Name: _____

Street: _____

City _____ State _____ Zip Code _____

Printed Name _____

Signature _____

Date _____

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APPOINTMENTS

Appointments are usually scheduled on a weekly basis. I attempt to schedule appointments at the frequency that is best for you and your situation. If a scheduled appointment must be changed, please contact my office at least 24 hours in advance, weekends included, at (512) 329-6070. Since your appointment time has been reserved for you, I do charge for appointments not cancelled at least 24 hours in advance. Of course, this does not apply if you have an emergency situation. The voice mail is always available to leave messages.

EMERGENCIES

In case you have an emergency, I can be reached during normal office hours, Monday through Thursday at (512) 329-6070. At other times, you can leave a message at the office number and I will reply as soon as possible. If I am out of town, another psychotherapist within this office will be taking my calls.

PAYMENTS

Payment in full is due at the time of service.

The fee for each **50-minute session is \$150.00** for individuals, couples and families.

We accept cash, checks, and credit cards (Visa, MasterCard, Discover) for payment.

Please make checks payable to Mark C. White, LCSW.

Telephone calls over ten minutes in length will be charged at the same rate as for sessions in the office. If you are the parent or guardian of a client, scheduled appointments can be made available for consultation. There will be no charge for business calls of less than five minutes.

I have read and understand the information above and, as the party responsible for payment, agree to these conditions.

Printed

Signature

Date

