

## Billing Policy & Payment Authorization (rev. 7/22)

Sabrina S. Santa Clara, PLLC & The Center for Embodied Spirituality

Your cost for psychotherapy, coaching, counseling and spiritual direction is **\$250 per hour** and is due at the time of service (Initial session is \$300). In-between session calls are billed in 15-minute increments at \$65. Group Consultation and Supervision rates are \$350/hour. I am not a preferred provider on any insurance plans. And while I am a licensed psychotherapist, I work as an integrative, transpersonal coach and spiritual midwife. I offer a limited number of sessions each week. Missed sessions and short-notice cancellations prevent me from helping others in need. **Missed sessions and nonemergency cancellations within 48-hours of your appointment time are billed at the full price.**

I have an online scheduling/billing program which can be found at [calendly.com/SabrinaSantaClara](https://calendly.com/SabrinaSantaClara), however, clients with regular appointments may opt out of using the calendly system to secure your regular appointment time. In such cases you will be billed through IvyPay, an electronic billing system which will hold your credit card information securely. Prior to your first session you will receive a text inviting you to pay for your first session and enter in your credit card information. Thereafter all sessions will be charged through IvyPay and you will receive notification whenever there is a charge to your account.

IvyPay currently cannot take foreign credit cards unless you have a US telephone number (it's a glitch they are working on), so international clients must either schedule through calendly or pay for their sessions through paypal (use [info@sabrinasantaclara.com](mailto:info@sabrinasantaclara.com))

I understand that since Sabrina is not operating as a therapist, patient confidentiality laws do not apply. However, Sabrina holds to the same ethical standards of privacy and will not discuss any matter related to the above referenced client with any other person unless a release of information has been signed by the client.

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Printed Client Name and Signature

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Date

If your sessions will be paid for by another person via IvyPay, please have them complete the following

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Printed Name & Signature

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Phone Number



*Sabrina S. Santa Clara, PLLC*  
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