



Level of Education: \_\_\_\_\_ Currently a student? \_\_\_\_\_

Have you seen a psychologist before? \_\_\_\_\_

How did you select our office? \_\_\_\_\_

May we let your referral source know you have contacted us? \_\_\_\_\_

Problem which is of concern to you: \_\_\_\_\_

Who is your primary care physician? \_\_\_\_\_

May I contact him/her? Yes \_\_\_\_\_ Telephone number \_\_\_\_\_ No \_\_\_\_\_

Person Responsible for Account: \_\_\_\_\_

Billing Address: \_\_\_\_\_  
Street City State Zip

**CANCELLATION POLICY:** if you need to reschedule or cancel an appointment, please call at least 24 hours in advance. If you miss a scheduled appointment, regular fees will be charged to you for that time. Sudden emergencies or illness can be discussed.

**FINANCIAL RESPONSIBILITY STATEMENT:** I understand that I am responsible for all of the charges incurred for services provided to me and/or my family. I agree to pay my account as services are provided unless other arrangements are made. If there is an outstanding balance on my account, I agree to pay it as soon as I am made aware of the amount owed.

\_\_\_\_\_  
Signature of person completing this form

\_\_\_\_\_  
Date