

# *Center for the Treatment of Eating Disorders*

*A specialized professional resource*

## WELCOME TO THE CENTER

**Our goal is to provide you with the most comprehensive outpatient care possible. All services are individualized and based on your personal needs and desires.**

## TREATMENT

Your treatment will begin with a **“Getting to Know You” Session** conducted to obtain your psychosocial history and to identify your goals. The information and goals established during this session will form the basis for the development of a sound treatment plan.

An appointment will then be made for you to begin one or a combination of the following treatment modalities. The selection will be made based on your individual needs:

- **Individual Counseling**
- **Group Counseling**
- **Family Counseling**
- **Nutritional Counseling**

**Psychiatric Evaluations:** These are required for individuals being treated for eating disorders. They will be scheduled within the first three weeks of treatment. These evaluations yield information valuable for sound planning and treatment as well as screening for medical problems and medication needs.

**Medical Evaluations:** These are required for individuals whose conditions require medical attention and follow up. Referrals can be provided for a medical doctor.

## THE CENTER’S POLICIES

**Payment is expected when services are rendered:** Payment is the responsibility of the patient, which includes all yearly deductibles and co-payments. When the patient is a minor the responsibility for payment resides with the parents or guardian.

**Insurance companies may reimburse for services at the Center:** Patients are to provide all pertinent information (primary and secondary if applicable) in order for the billing department to accurately submit claims for services. Monthly statements will be provided for all persons who do not have insurance.

**24-hour advance notice for appointment cancellation:** Our professionals' time is valuable and costly. When an appointment is scheduled at the Center, that time is set aside especially for you. That is why notice must be given a full 24 hours in advance in the event it becomes necessary for cancel. Appointments are scheduled with the understanding that if 24-hour advance notice is not given for cancellation you will be charged for the missed session.

**24-hour advance notice for Group cancellation:** Persons in group therapy are permitted to cancel twice in one year without charge, provided they give 24-hour advance notice. Any additional appointments missed will require payment irrespective of their being cancelled in advance.

*Please complete and return to the Center:* I, \_\_\_\_\_, have read the Center's policies covering payment, insurance, and cancellation. I understand their content and my responsibilities.