

Information Letter

I, Margaret Stearns, am a Licensed Independent Clinical Social Worker. Thus, I am licensed to practice clinical social work and psychotherapy. I obtained a Bachelor of Arts degree in Sociology and a Master's degree in Clinical Social Work. My clinical experience has included being a Day Treatment therapist, a therapist/clinical supervisor in an in-home and outpatient mental health setting, and a therapist in an elementary school setting. I have experience working with children, adolescents, families, adults and couples, and have received extensive training in play therapy.

Appointments

Therapy sessions are 45-50 minutes long, unless otherwise arranged. Please make every effort to be on time for your appointment, and I will do the same. If for any reason you are late, please understand that I must still follow my regular schedule in ending sessions.

Cancellations

I require at least 24-hour advance notification from you if you find it necessary to cancel or reschedule an appointment. **No-shows or appointments cancelled with less than 24-hour notice will be charged at a fee of \$100.00 per session.** *Please note:* Most insurance companies will not pay the fee for a failed appointment. To cancel or reschedule an appointment, call 763-432-4070 or 763-442-8587. On rare occasions, I need to reschedule appointments due to emergency or other crisis situations. When I must do this, I will make every effort to reschedule your appointment at a time that is convenient to you.

Insurance and Payment

Due to the wide variety of insurance coverage available, I cannot guarantee that any particular insurance company will authorize coverage for you to receive my services. Therefore, it is your responsibility to check with your insurance carrier to verify the terms of your policy (ie: if they will cover my services, if I am considered in their network or outside of their network, if you're required to pay a co-pay, if so, how much the co-pay is, etc). If it is determined by your insurance company that you are required to pay a fee for services (full fee, partial fee or co-pay), you will be required to do so at the beginning of each session. My rate for a 45-minute therapy session is \$140 and my rate for a diagnostic assessment is \$230. A sliding fee scale may be available upon request and with proof of income.

Crisis

Unfortunately, I am not always available to help with crises. If you have an emergency you may contact the Crisis Connection at (612) 379-6363, go to your nearest emergency room, or call 911. Please note that you may call my voicemail but I cannot guarantee a timely response. It is ultimately your responsibility to take the appropriate steps to seek assistance with your crisis.

Signature of Client or Parent/Guardian

Date