



Fees and Policies

Insurance

Dr. Hughes does not participate with any insurance plans. He will provide a statement for the fees paid at each visit that can be submitted to your insurer for reimbursement.

Fees

Payment of fees is due at the time of service by check, app*, or online bill pay. For security reasons, credit card numbers are not kept on file. The processing fee of approximately 3% is included in the prices listed below. **Due to this being a solo practice, patients will be given a paper bill that can be reimbursed from the insurance company.**

*Cash App, Google Pay

Appointment Fees (Inperson and Telepsych)

First appointment:

- Approx. 75 minutes: \$425.00

Traditional appointments with psychotherapy and/or medication management:

- 50 minutes: \$325.00
- 25 minutes: \$225.00

Late Arrivals and Missed Appointments

- Payment is due at the time of service. If payment is not received within 48 hours of an appointment, a late fee will be charged in addition due to the delay in bookkeeping.
- If you arrive late for an appointment, you will be seen for the remaining time and charged for the full session as scheduled.
- You will be charged the full fee for appointments that you miss or cancel with less than 48 hours (2 business days) notice. This means that Monday appointments must be cancelled by the previous Thursday. National holidays that fall on weekdays are not considered business days. If in the short notice Dr. Hughes is able to find a client to fill your cancelled time slot, you will not be charged. If there is *not* a client able to fill the slot, you would unfortunately be charged in full.

Prescriptions

Office visits are required for all new prescriptions. You are responsible for keeping track of remaining refills. As noted below, an \$85 fee will be charged for refills called in between sessions.

Administrative Fees

Dr. Hughes is a solo practitioner and does not employ staff for tasks such as billing, obtaining pre-authorizations, and calling in refills. Therefore, he may need to spend a significant amount of time between visits attending to these matters on your behalf.

- Administrative Fee (Returned Check): \$85.00
- Administrative Fee (Refill): \$85.00
- Administrative Fee (Late Payment): \$25.00

Emergencies

If you experience an emergency, call Dr. Hughes at 213-433-2823 [CUBE] and leave a message if I am not available. If Dr. Hughes is not available to speak with you immediately, especially after hours and on weekends and holidays, leave a detailed message and call 911 or go to the nearest emergency room.