

FEE SCHEDULE AND PRACTICE POLICIES

Initial Consultation Fee

Short Assessment/Initial Consultation up to one hour duration	Long Assessment/Initial Consultation: 1-1.5 hours
\$210	\$270

The fee takes into consideration the analysis of the data collected, and the provision of a summary of our first session and provisional plan of intervention. Letters back to referring agencies are also covered.

Subsequent consultations

	Centre Based at Concord	Off site
45 minutes	\$130	\$145
60 minutes	\$160	\$175

The fee includes:- planning, face to face time spent with you, preparation of session resources, email session notes after every session.

Payment of fees

Payments are to be received either on the day of service or within 7 days if paying by Direct Deposit. If fees are not received in the time frame then further appointments will be **suspended** until payment is made. If you are having difficulties paying for any reason please contact me asap.

GST

Direct therapy services are currently exempt from GST however, indirect services such as reports and resources are not exempt and will be reflected in the invoice.

Resources

Resources for intervention sessions will not generally incur a fee, however any special requests for additional resources will be quoted upon and charged for, based on time taken and printing costs. An estimate will be given before preparation

Reports

Reports are seen as an important part of communicating information with other relevant agencies, however they do take time to prepare and a fee will be charged for **ALL reports**.

Fees will vary depending on the type of report required and time taken. An estimate will be given before preparation.

VERY IMPORTANT NOTICE FOR FAMILIES ACCESSING THE HELPING CHILDREN WITH AUTISM OR BETTER START FUNDING.

There is now provision for Transition to school reports to be covered under the funding however, payments for any other reports are the responsibility of the family.

Cancellation Policy

Notice of cancellation is **extremely important**. I appreciate that small children often go to bed well, and get sick overnight, so to reflect this, a cancellation fee will not be charged if the practice receives notice by 7.30 a.m. of the day of your appointment. However, a charge of \$50 will be made if notice is made after 7.30 a.m. A text message or phone call would be appreciated.

The full session fee will be charged if a family fails to arrive at an appointment, or is not home at the time of the visit.

VERY IMPORTANT NOTICE FOR FAMILIES ACCESSING THE HELPING CHILDREN WITH AUTISM OR BETTER START FUNDING

Payments for cancellations are the **responsibility of the family** as they are **NOT** covered by the funding.

Infectious Diseases Policy

As the nature of the consultancy is usually in very close contact with the child and family, it is in everyone's best interests if appointments are rescheduled due to illness. Please call beforehand to discuss options if you, your child or another family member is unwell. **Please note: If on arrival the Speech Pathologist deems herself at risk, and she has not been informed, then the consultation will be terminated and the full fee will be charged. These measures are necessary to keep all parties safe. Your cooperation with this is appreciated.**

How to prepare for a home visit.

- Please do not spend hours cleaning up for the visit. I appreciate that this is your home and that you have at least one small child. However, a space to play and talk, that is as clutter free as possible and with minimal distractions, i.e. TV and radio off would be appreciated.
- Please keep pets especially dogs secure.
- Be prepared to be with your child at **all** times. These sessions are intended for you to observe and learn from, as much as they are about me working with your child. This ensures everyone's safety in accordance with child protection recommendations.
- Other children are welcome to be part of the session, as in reality this is how your family unit works. I will let you be the judge about how well this works for you and your learning, and we can talk more about this for subsequent sessions.

How to prepare for a centre based visit.

- The office is based in the front of my family home.
- Entrance is through the front door.
- Plenty of parking usually exists on the street, however if none is available please feel free to park in the driveway.
- There is seating available on the verandah under cover.
- Please ring the bell.
- There is a toilet located through the sliding door opposite the office.
- The office is quite small but sufficient for most activities.
- If you are bringing siblings please be aware of the small space.
- **Be prepared to be with your child at all times.** These sessions are intended for you to participate in. This ensures everyone's safety in accordance with child protection recommendations.
- In order to make your child's visit as comfortable for them as possible, please bring with you a favourite toy/book etc. I am also happy for you to bring snacks and drinks.
- **MOBILE PHONES:** Please switch your phone off or to silent. Incoming calls and message alerts prove to be very distracting for everyone concerned and sometimes, small children take a while to re-settle.

I am very much looking forward to working with you. I would encourage you to ask questions about any aspect of your child's intervention, so that you can be confident that this fits with your values and priorities for your child. We will regularly review the program together, and work collaboratively to achieve your goals.

