



CONTRACT FOR TELEPHONE COUNSELLING

We are pleased to refer you to an independent counsellor for telephone counselling. Fees for these services are based on the length of the session and the posted rate. You will be expected to pay in advance of each session. Payments can be made by PAYPAL, MASTERCARD OR VISA as you book your session and the fee depends upon the length of the session that you choose.

Should you need further assistance such as letters, file review, reports, and/or court related items, you agree to pay the fee of \$150 per hour.

If you need to cancel your session you are required to provide 48 hours (2 business days) advance notice by email to info@pccs.ca. Please note that we cannot provide a refund for telephone counselling. With respect given to our professionals and other clients who would have taken your timeslot, there are no exceptions to this cancellation policy.

If you are late for your session, the session will not be extended beyond your booked time slot.

Further, if for some reason your counsellor believes you would be better served by another service provider or public service (e.g. addiction treatment), you may be told this.

For persons requesting a receipt for payment for insurance coverage, names of those in attendance at the session will be listed on the receipt and the receipt will indicate what type of service you received. The receipt shall be emailed only so be sure to add your email address. Any subsequent copies requested will be marked "duplicate". The professional cannot make exceptions to this.

Refer to www.pccs.ca for more information about PCCS.