

### Client Demographic Form

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (Apt.) (County)  
\_\_\_\_\_  
(City) (State) (Zip)

DL Number: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Age: \_\_\_\_

Social Security Number: \_\_\_\_-\_\_\_\_-\_\_\_\_

*Please put a check in the box next to the number where you may be best reached:*

n Home Phone: (\_\_\_\_)\_\_\_\_-\_\_\_\_ n Work Phone: (\_\_\_\_)\_\_\_\_-\_\_\_\_

n Cell Phone : (\_\_\_\_)\_\_\_\_-\_\_\_\_ n Other: (\_\_\_\_)\_\_\_\_-\_\_\_\_

Email: \_\_\_\_\_

**Responsible Party** (Parent if Applicable): \_\_\_\_\_

DOB: \_\_\_\_\_ DL#: \_\_\_\_\_ Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Phone: \_\_\_\_\_  
Home Mobile

Address (if different from above): \_\_\_\_\_

Employer \_\_\_\_\_ Y N  
Business Work Phone May I call there?

PERSON TO CONTACT IN EMERGENCIES: \_\_\_\_\_  
Name/Relationship Phone Number

#### Office Policy

**All Payments are due at the time of service.** If, for any reason, payment is not received at time of service, client will be allowed five (5) business days to make payment in full unless other arrangements are made.

**I understand that payment due is based on I-BOS Counseling Center's best estimate. I understand I am responsible for any fees not covered by the insurance plan. If the debt is not paid, it will be sent to collections.**

\_\_\_\_\_  
**INITIAL**

**Returned checks require a \$25.00 per check charge in addition to payment of Fees accrued.**

\_\_\_\_\_  
**INITIAL**

THIS OFFICE MUST BE CONTACTED AT LEAST **24 HOURS** PRIOR TO APPOINTMENTS TO AVOID MISSED APPOINTMENT CHARGE.

\_\_\_\_\_  
**INITIAL**

#### FEE SCHEDULE

Individual Psychotherapy, Parent/Family Conference Therapy

1 Hour (50 Min.) if payment not received at time of service \$200.00



