

## **Payment Options**

In order to provide flexibility and help meet the needs of all our families, we offer the following options as payment for our assessment, treatment, and support services.

- 1. **Invoice**: At the end of each monthly billing cycle (i.e. the last business day of the month), we will generate an invoice for the cost of services, which we will provide via your preferred method (i.e. email, regular mail, or in person at a scheduled session). We ask that payments be completed within two weeks if possible, but require they be completed no later than 30 days from the date the invoice was provided or mailed.
- 2. **Per session:** You may choose to complete payment at each of your scheduled visits either before or directly after services are provided.
- 3. **Proactive Payment:** Many of our families choose to complete payments in full for a planned period of service. We do offer a discounted rate with this option, and you may choose from one of the following:
  - 3 Month Proactive/Paid in Full: 10% off total service price
  - 6 Month Proactive/Paid in Full: 15% off total service price

Therapy progression is individual to each of our kiddos, and therefore some children may graduate ahead of schedule! If this should be the case, or if you as a family otherwise decide to discontinue services during a Proactive Payment period, we will provide you with a Discharge Letter which will include the final date of service. You will then be reimbursed for any planned sessions between the final date of service and the end of your Proactive Payment plan period.

\*Please note that this reimbursement policy applies only in cases where our office has been made aware of the discontinuation in services no later than 24 hours before your desired final service date, and has confirmed this with you. Our cancellation policy otherwise applies while your child is on our schedule and actively involved in therapy.

Payments may be made via check, cash, or credit card in our office. Please contact us with any questions or concerns, and we will be happy to help!

The Growing Place Pediatrics PLLC Payment Options 309 Patterson Drive Columbia TN 38401

Info@thegrowingplacepediatrics.com

Thegrowingplacepediatrics.com

Phone: 931-982-6530 Fax: 931-982-6646

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