



Integrative Psychology Group, LLC.

A cooperative practice with an integrative approach to growth and healing.

Welcome to our Practice!

Thank you for choosing **Integrative Psychology Group**. We are committed to sharing our expertise and providing ethical and compassionate care. Our mission is to provide personalized service, and specialized care to meet your unique individual or family needs. We recommend that you review information about our policies and complete new patient paperwork at home and bring it with you to your scheduled appointment. Forms may be downloaded at: www.inpsychgroup.com, or the person who makes the appointment with you can email a fillable version of the forms for you to fill out online. At your first appointment, your clinician will answer any questions you may have regarding this information and review the completed paperwork with you.

Please complete, sign, and bring with you (or arrive 20 minutes early to do in our office):

- 1. REGISTRATION FORM**
- 2. INFORMED CONSENT: THERAPY, OR INFORMED CONSENT: TESTING**
- 3. RELEASE OF INFORMATION FORMS FOR ANY PROVIDERS YOU WOULD LIKE US TO OBTAIN OR RELEASE INFORMATION TO/FROM**
- 4. CLIENT INTAKE FORM: ADULT, OR CLIENT INTAKE FORM CHILD**

At your first appointment you will also be asked for your insurance card, and any copays, co-insurance or deductible payments.

Therapy:

Your first appointment/s will include a diagnostic/evaluation period to determine your treatment needs and whether the provider you are meeting with can meet those needs. If psychotherapy begins, your clinician will usually schedule one 45-50 minute session typically per week, or every other week, at a time agreed.

Medication management services:

If you begin medication management services as well, you will be scheduled with our nurse practitioner for a diagnostic interview. Ongoing psychiatric services vary in length and frequency and are based on your needs. They may range from 15-50 minutes, may be scheduled weekly, bi-weekly, monthly or as needed.

Psychological, or neuropsychological testing:

Psychological testing appointments typically begin with a 60 minute intake appointment during which the psychologist will interview you. If the testing is for a child, or adolescent, his/her parents/caregivers will typically be interviewed first prior to meeting your child. If you are seeking testing, you may choose to have other adults present, if you feel they would provide valuable information to the psychologist. At the end of that session the next steps will be outlined. Typically testing takes place in a couple of longer visits during which the psychologist, or an assessment technician, will administer one or more tests that measure various areas of functioning based on the concerns shared on the phone, or raised at the interview. Breaks may be required so it is recommended that you bring a drink and/or snack. After testing has been completed, a feedback session will be scheduled, usually in about 2 weeks. At this time, we will go over the results of the evaluation. A written report will typically be provided within three weeks of the last testing appointment.

Payment and Billing:

If you plan on using your insurance benefits we recommend that you verify your benefits by calling your insurance company. Please note you will be billed separately and held responsible for any portion of the treatment, or assessment, that you receive and your third party payment does not cover, regardless of the reason for denial. If you have a co-payment, coinsurance, or deductible with your insurance company, please know what it is and be prepared to pay this amount at the time of your appointment. We accept cash, checks, flexible spending, debit and credit cards.

How to reach us:

If you have any questions prior to your appointment, please call **(302) 307-3702** or e-mail us at: info@inpsychgroup.com If you must cancel your appointment, **please notify us at least 24 business hours (48 for testing) prior to the scheduled appointment time. Failure to provide adequate notice will result in a missed appointment charge per our fee schedule, which is not typically a benefit of most insurance policies.**

We look forward to working with you at IPG!

