

**CECILIA ESQUIVEL, LCSW -C**  
*Psychotherapy for individuals, couples and families*

**Client Information Sheet**

Please read the following information completely, and sign and date at the bottom. Your signature will demonstrate your understanding and agreement to the following.

**Fees – (Subject to change)**

Clients are responsible for fees to be paid at the end of each session unless other payment schedules have been made in advance. Clients may pay by cash, check, Zelle, PayPal, Cash App or Venmo. I also accept credit card payments for an additional 3% transaction fee.

Standard Therapy session	50-60 minutes	\$180.00
Extended therapy session	90 minutes	\$250.00

**Additional Fees –**

- \* Fee for appointments in excess of 60 minutes will be \$30.00 for each 15-minute increment.
- \* Phone appointments may be scheduled in 15 min. increments for \$30.00 per 15 minutes. The first 15 minutes are free.
- \* Document preparation fees range from \$50 to \$150, depending on the type of document. Please inquire.

**Appointments** – The first session is an initial evaluation that can sometimes last up to 75 minutes. Subsequent sessions range from 50 to 60 minutes. Please notify therapist 24 hours in advance of any need to cancel. A \$50 fee will be charged for missed appointments less than 24 hours prior to your appointment.

**Confidentiality** – Professional ethics and state laws require complete confidentiality of information shared by client during psychotherapy sessions. Information will not be discussed with anyone without written consent from adult clients except in following situations:

1. If client reveals they are a danger to self or others;
2. If child abuse has occurred, or abuse of an adult with a disability is suspected;
3. As required by state regulations;
4. To another mental health practitioner with whom therapist seeks to consult;
5. To other mental health professionals who may be covering for the practitioner and with client's prior knowledge.

Any questions may be directed to Cecilia Esquivel at [cecilia.esquivel@gmail.com](mailto:cecilia.esquivel@gmail.com) or 240-270-2420. Thank you for your help in my commitment to provide you with quality services.

Signature \_\_\_\_\_

Date \_\_\_\_\_