



To Our Valued Patients,

-Copays are expected at the time of service. There will be a \$5.00 administrative charge for each appointment where therapy is provided, but copays were not provided at the time of service.

-Any patient who has a balance of \$100 or greater will have services put on hold until their account is paid in full. Please note that if services are put on hold HVSST cannot guarantee that your current therapist and/or appointment time will still be available when therapy resumes.

Due to the ever increasing operational costs, these policies are unfortunately necessary. Please make every effort to pay copays at the time of service to avoid both the additional \$5.00 administrative charge and to ensure services remain ongoing. Please take the time to check the status of your account with our office staff. We appreciate your cooperation and understanding. Should you have any questions please do not hesitate to contact our office at 845-527-2089.

Thank You

Initial _____

Date _____