

**ANDREW G. KENAGY, Psy.D.**  
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### WELCOME LETTER

Thank you for considering me as a resource at this time in your life. I trust that you will experience a professional approach within an atmosphere of warmth and compassion.

Before I can begin, however, there are certain details which you will need to know about our professional and business standards. This letter will clarify those standards and ask you to document your agreement to abide by them.

**Confidentiality.** I abide by the laws, regulations, and ethical principles that govern privilege, confidentiality and your privacy consistent with the enclosed Notice of Privacy Policy.

**Cancellation.** Your scheduled time is reserved for you. If you know that you need to reschedule or cancel your appointment, please call 503-364-6093 and change or cancel it at the earliest possible time, no later than 24 hours in advance. Otherwise, you will be charged the full fee for that appointment if we are unable to reschedule someone else wishing to use that time.  
INSURANCE COMPANIES DO NOT ABSORB COSTS INCURRED FOR THIS REASON.

**The Fee.** My fee is figured at the rate of \$165 for a 50-minute session, \$175 for a family therapy session, and \$235 for the initial session. If I have a contract with your insurance company, you may be entitled to a different rate. You are ultimately responsible to know the terms of your health plan and what your co-payment is. Our staff can assist in clarifying these issues. These rates also apply to evaluations, report writing, consultations on your behalf, travel time for "out of office" services, and non-routine telephone calls. In other words, you will be billed for the time spent with you and on your behalf.

**Payment.** Payment is expected at the conclusion of each appointment. If you have insurance, please be aware of your coverage, know your co-payment amount, and pay it with each visit.

**Ethical Guidelines.** It is my commitment to conduct my relationship with you according to the highest ethical and professional codes, as specified in the American Psychological Association Code of Ethics.

Please complete the enclosed forms and return them to the office prior to scheduling your initial appointment. Thank you again for considering me as a helping resource!

Sincerely,



Andrew G. Kenagy, Psy.D.  
Clinical Psychologist

Enclosures