

OFFICE POLICIES

NOTICE OF PRIVACY PRACTICES

Confidentiality is protected by law. This office can only release information about you to others with your written permission. Basic information such as your diagnosis and treatment may be required as a condition of your insurance coverage. Exceptions to confidentiality where disclosure is required by law include:

1. **Threat of harm to yourself.** Healthcare providers are required to seek hospitalization for the client, or to contact family members or others who can help provide protection.
2. **Threat of serious harm to others.** Healthcare providers are required to take protective actions which may include notifying the potential victim, notifying the police, or seeking appropriate hospitalization.
3. **Risk for Neglect.** If due to a mental illness, you are unable to meet your basic needs, such as clothing, food, and shelter, this office may have to disclose information in order to access services to provide for your basic needs.
4. **Child, elderly or disabled person abuse.** Even if it is about someone other than you, a report to the appropriate agency must be filed if suspected.
5. **Judicial Proceedings.** You have a right to prevent any information about your treatment to be disclosed. In rare circumstances, a judge may require my testimony.

Should any of these issues arise, efforts to fully discuss it will be made before any action is taken. Consulting other professionals may be utilized and efforts to avoid revealing your identity will be made. Consultants are also legally bound to keep the information confidential.

This office works with a network of colleagues such as primary care providers and therapists. If a referral to another professional is indicated, this office will request your permission to discuss your case with them. This office does not take responsibility for the treatment they provide. It is up to you to determine if the referred professional is right for you. The referred professional alone is responsible for the care they provide.

NOTICE TO PATIENTS

Dr. Olaya is a medical doctor licensed and regulated by the Medical Board of California. For more information, call (800)633-2322, or go to www.mbc.ca.gov.

Initial: _____

PROFESSIONAL FEES AND SERVICES

General Psychiatry Services

\$450 for 90 minute session which includes an initial psychiatric consultation regardless of whether it is for medications, therapy or both.

\$300 for 50 minute therapy sessions with or without medications

\$150 for 25 minute medication-only or follow-up visit.

Other professional services which require more than 10 minutes will be billed at \$60 increments for each 10 minutes. These may include telephone conversations, report writing, treatment summaries, or any other time spent performing services you have requested.

On rare occasions, Dr. Olaya may be deposed or subpoenaed on your behalf and required to testify or appear in court, you will be responsible for court fees which are \$2000 per half day (4 hours or less) and \$4000 for a full-day (4-8 hours).

Cancellations and no-show policy: Once your appointment is scheduled, you will be expected to pay for it unless you provide at least 48 business hours (M-F 8am-5pm) advance notice of cancellation. If you do not provide this notice or fail to show for a scheduled appointment, you will be responsible for the full cost of the session.

Payment for each session is expected at the beginning of each session. If your account has a balance which is 60 days overdue, legal means to secure payment may include collection agencies or small claims court. In such cases, your name, nature of services provided and amount due will be disclosed.

Insurances Accepted: At this time, Dr. Olaya accepts the following insurance carriers: Medicare, Anthem Blue Cross, and United Behavioral Health. All other applications are pending at this time. This website will be continuously updated as each carrier contract is processed. Until then, all payments will be in cash or check. If your health insurance has a retro-bill policy, you will be reimbursed.

Your insurance may provide some mental health coverage for out-of-network providers. If your insurance is not one of the carriers this office contracts with and Dr. Olaya is an out-of-network provider, you will also be responsible for full payment of the session fees. If you choose to seek reimbursement from your insurance for out-of-network providers, you will be responsible for processing of that reimbursement. This office will not bill non-contracted insurances or out-of-network services, directly.

Initial: _____