



## Correspondence

Clinical needs should be addressed during your session. However, if additional time is required outside your scheduled appointment you will be billed for the following:

### Correspondence:

Dr. Lawrence requires at **least a 2week advanced** notice to compose letter(s) or complete document(s). Billing is based on time to compose and complete document(s) requested:

- |                            |                      |                                |
|----------------------------|----------------------|--------------------------------|
| a) Return to work/school:  | Generic Letterhead   | Fee for service: \$50          |
| b) Brief Correspondence:   | Time: 30min          | Fee for Service: \$150         |
| c) Lengthy Correspondence: | Time: 60min          | Fee for service: \$250         |
| d) FMLA/Worker's Comp:     | Time: Time dependent | Fee for service: \$150 - \$250 |

### Acknowledgement

**I have read understand and agree to follow these policies:**

Signature\_\_\_\_\_

Date\_\_\_\_\_