



## NEUROPLAY STUDIO

Pediatric OT

### FINANCIAL POLICY & CANCELLATION AGREEMENT

#### Payment Policy

NeuroPlay Studio™ LLC accepts **private pay** and **Step Up for Students Scholarship** funds. We are an approved Step Up for Students provider.

**Payment is due at the time of service** unless using Step Up for Students scholarship funds.

#### Step Up for Students Scholarship

If your child has an active Step Up for Students scholarship, payment for services will be processed **directly through the Step Up for Students portal**. Parents/guardians are responsible for:

- Ensuring sufficient scholarship funds are available in your account
- Approving invoices submitted through the Step Up portal in a timely manner
- Notifying us immediately if there are any changes to your scholarship status
- Paying any balance not covered by scholarship funds at the time of service

For private pay patients, we accept cash, check, and major credit cards.

Service	Fee
Evaluation (includes assessment, plan of care, phone consult)	\$300
OT Session - 60 minutes	\$100
OT Session - 45 minutes	\$75
OT Session - 30 minutes	\$60

#### Cancellation & No-Show Policy

We understand that circumstances arise. However, when appointments are missed or cancelled without adequate notice, it prevents other families from receiving services. Therefore:

- **24-Hour Notice Required:** Please provide at least 24 hours notice if you need to cancel or reschedule an appointment.

- **Late Cancellation Fee:** Cancellations with less than 24 hours notice will be charged **50% of the scheduled session fee.**
- **No-Show Fee:** Failure to show for a scheduled appointment without notice will be charged the **full session fee.**
- **Repeated No-Shows:** Three (3) no-shows or late cancellations within a 6-month period may result in discharge from services.

*Note: Cancellation and no-show fees cannot be paid using Step Up scholarship funds and are the responsibility of the parent/guardian.*

## Late Arrivals

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If you arrive late for your appointment, your session will end at the originally scheduled time. You will be charged for the full session. If you are more than 15 minutes late, the session may be cancelled and the no-show policy will apply.

## Insurance

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NeuroPlay Studio™ LLC does not currently bill insurance. Upon request, we can provide a superbill (detailed receipt) that you may submit to your insurance company for possible reimbursement. Reimbursement is not guaranteed and depends on your individual plan.

## Acknowledgment & Agreement

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By signing below, I acknowledge that I have read, understand, and agree to the financial policies and cancellation policy of NeuroPlay Studio™ LLC. I accept financial responsibility for services rendered and any fees not covered by scholarship funds.

**Patient Name:**

**Date of Birth:**

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Parent/Legal Guardian Signature

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Date

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Printed Name

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Relationship to Patient