

Office Policies

These policies statements have been developed for your information and our discussion. Please talk with us about any questions you may have. We want you to know your client rights as one part of developing a satisfactory professional relationship with you.

CONFIDENTIALITY is maintained regarding all information except in emergency situations that involve serious harm to you or others, as in the case of suicide, child abuse or grave disability. Should I seek consultation from my colleagues to improve my ability to help you, you name will be withheld. In all other situations, I will only release information regarding your treatment if I have your written permission.

TREATMENT APPROACH: Treatment will focus on assisting you with nutrition knowledge, behavioral strategies, and cognitive restructuring in order to reach a desired health goal.

LENGTH OF TREATMENT: There is no definite length of treatment for individual sessions. Session numbers and frequency will be based on achievement and/or confidence in reaching the desired health goal.

PAYMENT may be made- by cash, check, MasterCard, Visa or online at www.NanAllison.com via Paypal. In the case of incremental and package follow-ups, payment is to be made for the full amount of follow-up time contracted for before the first session or to a separately signed payment agreement.

CHARGES FOR INDIVIDUAL SESSIONS ARE.

- Initial Assessment Session (60 minutes): \$ 150.00
- Initial Follow – up Session (60 minutes): \$ 150.00
- Testing of Caloric Needs (Metabolism Testing) \$ 50.00
- Occasional Follow-up Sessions (45 min): \$ 105.00
- Weekly Follow-up Sessions (30 min): \$ 80.00
- *Follow-up package 3 months – \$900.00 –
 Month 1: daily phone and email support + three, 30-minute appointments.
 Months 2-&3: 3 days/week phone/email support. 30 min. appoint every other week.
 We work on reshaping behavior, learning new skills, such as understanding body signals, mindful eating, cooking, planning,...varies according to individual needs and interests.
 In-home, restaurant or grocery session can be substituted for an appointment and 1 week of phone or email support.
- Add 3 months to initial 3 months follow up: \$600.00 – 3 days per week phone and email; 2- 30- minute appointments.
- Grocery Store/Home/Restaurant Session: \$150.00
- Menu Planning and Cooking, Grocery Shopping – individually priced
- Small Group Dining/Shopping Lesson \$200
- Phone and email sessions can be bought in hourly increments of \$150 and used in 20-minute increments.

CANCELLATIONS for appointments must be made at least 48 hours in advance to 615-297-7888 (not email); otherwise, you must pay the entire fee for the appointment scheduled. *Exceptions are not generally made, even for illness as time is reserved for you. Allison Nutrition Consultants will make every effort to schedule phone or quick consults in lieu of the missed appointment at no additional charge, other than the scheduled appointment charge.*

*When requesting a refund for part of a package of follow –up sessions, used visits are pro-rated at \$150/week.

TELEPHONE CALLS are received at 615-297-7888 and returned within regular business hours (9 am-6 pm, Monday through Friday).

INSURANCE If you want to file insurance, we will provide you with a signed receipt for your payment, which you may file with your insurance company.

It is your responsibility to determine what your insurance will pay (prior to any scheduled treatment).

Again, if you have questions about these policies or any aspect of your treatment, please discuss them with me. Your signature on file indicates that you have read and understood these policies.

Signed _____

Date _____

