

Richmond Creative Counseling, LLC
1900 Byrd Ave Suite 200
Richmond, VA 23230
(804) 592-6311

Court Appearance Policy

There may be a time during your treatment at Richmond Creative Counseling that your provider may be subpoenaed to court for the purpose of litigation. Please be aware that your therapist or Psychiatric Nurse Practitioner can only testify to the facts of the case and to his/her professional opinion. This does not guarantee that testimony will be solely in your favor. The same is true for records requests for the purpose of litigation. Furthermore, when your provider must go to court, all clients that are normally seen that day must be rescheduled, so fees will be assessed to make up for lost revenue. These fees are usual and customary, and within State of Virginia guidelines. None of these fees are billable to your insurance, and are the sole responsibility of the client or requestor.

If the provider is to receive a subpoena, then the attorney or office staff must contact RCC to set up a time within business hours to serve the subpoena. A minimum of 72 hours will be requested in order to accommodate schedule changes. Any requests with less than 72 hours will be assessed a rush fee.

Fees for the purpose of court action are as follows:

Therapist:	\$300/hour (billable in 15 minute increments)
Psychiatric Nurse Practitioner:	\$400/hour (billable in 15 minute increments)
Mileage:	0.40/mile
Filing document with the court:	\$100 flat fee
Retainer (due 72 hours in advance)	\$500

Examples of court-related actions:

1. Preparation Time
2. Phone calls
3. Depositions
4. Time required in giving testimony
5. Travel to/from court-related destination
6. Time away from office due to depositions or testimony
7. All attorney fees and costs that are incurred by the provider as a result of the legal action.

The retainer will be due 72 hours before any requested court appearance. The remainder will be billed to the client and is due within 30 days of receipt of invoice. If the provider is subpoenaed and the case is reset after appointments have been cleared for the day, you will be responsible for an additional \$500 to account for lost revenue from those day's appointments. There may be times that your provider will be out of town, and therefore unable to accommodate requests for court appearances.

Client Name (print)

Legal Guardian (if applicable)

Client/Legal Guardian Signature

Date