

Children's

Speech and Language Services, Inc.

939 S. Wakefield St.
Arlington, VA 22204

Phone:(703)685-1070
Fax: (703)685-0151
www.cslstherapy.com

Social Skills Groups Policy Statement/Agreement (5-1-2011)

I agree to pre-pay Children's Speech and Language Services, Inc. for my child's social skills group independent of my insurance company. Children's Speech and Language Services, Inc. will not file claims for services provided.

I agree to pre-pay for Social Skills Groups (\$100 for each 60-minute session) in two equal installments per season-- (e.g. Two payments of \$400 for an eight-week group session). The first payment is to be received no later than one week before the first group is held. The second payment is to be paid upon arrival for the 4th group of the session. A statement reflecting my payments will be provided to me at the completion of the 6-8 week group session.

Families have the option of making payment by personal check or by credit card: VISA and Mastercard only. For credit card payment, please request an authorization form for each payment. Checks should be made out to: Children's Speech and Language Services, Inc.

Cancellation Policy: Due to difficulties CSLS, Inc. has had in trying to make up missed social skills group dates, beginning with our 2011 Summer Social Skills Groups, no make-up group dates will be offered, regardless of illness or vacation. Families will not be issued a refund for any missed group dates. The group will be held as scheduled, even if for just an individual child.

Snow policy: Our Social Skills Groups will be cancelled if Arlington County Public schools are closed, or if the schools close early due to the inclement weather. There will be no charge for the group if Arlington County Public schools are closed, or if they close early due to the inclement weather. Rescheduling will be offered when possible.

The waiting area is equipped with toys and books for your child as well as any siblings. Please keep the waiting area reasonably quiet and assist children with toy cleanup.

By signing, I acknowledge receipt of the social skills group policy and agree to the terms stipulated above.

(Printed Name of Parent)

(Parent Signature and date)