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## PEACE OF MIND THERAPY'S COVID GUIDELINES AND POLICY

We are excited to be moving back to in-person sessions starting the week of September 7, 2021. As part of our move back, we are looking for teamwork in helping to keep our staff and clients safe and our office space welcoming. We thank you in advance for helping us accomplish this so that we can, again, deliver on high quality in-person care. Please review our policy and guidelines below and provide a signature.

### IN-PERSON SESSION DURATION:

All of our in-person session work will be 50 minutes in duration. We will do our part to start at the top of the hour and end 10 minutes before the next hour begins. This extra time will help us minimize in-person contact in our waiting space and allow for sanitation of our individual offices.

### WAITING SPACE:

We ask that you do not show up to our waiting space until the start of your designated hour. We also ask that if you are escorting a minor, you be available for session needs by waiting in your vehicle with your personal cell device on. If you are needed, we will text or call and request your presence. We will not permit any persons to wait in our space until further notice.

### BILLING:

All billing, either co-pays or out-of-pocket will happen with a credit card for the time being. Your credit card on file will be billed within 48 hours of your appointment. We will continue to request that you remain up to date in your financial information with us. We will not currently accept cash or personal checks.

### SCHEDULING:

We will ask that part of your 50 minute session be dedicated to scheduling future appointments with your therapist in the room. We apologize for the inconvenience of this, but desire to eliminate the standing traffic at the front desk during our hourly transition points. Each therapist will be able to accommodate you during your 50 minute session or you are welcome to call or schedule online at another time.

### VACCINATION:

We respect that the choice to vaccinate is a personal one. If you are not vaccinated, we will ask you to continue treatment using our virtual option. Many of our clinicians have young families, immune compromised family members and/or health needs themselves. We prefer to have our in-session work done unmasked and therefore, all parties to be vaccinated. For minors who are not eligible for vaccination, and engaging in in-

person therapy, we ask that you come prepared with a mask for your minor to wear during their session.

*By signing below, you acknowledge that you have been informed of our COVID policy and guidelines and that you agree to the terms. **You acknowledge that in-person work is reserved for clients who are vaccinated and virtual work is available to accommodate all therapy needs regardless of vaccination choice/comfort.** You acknowledge that by signing this document, the policy is subject to change at any time and that Peace of Mind Therapy reserves the right to update/change this policy without further notice to ensure the health and safety of staff, clients and physical space. **Lastly, by signing this document you acknowledge that you are making an informed consent for treatment and that Peace of Mind Therapy is not responsible for the choices you make concerning your own health.***

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Signature

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Date