

## CBT / EMDR PRACTICE TERMS OF APPOINTMENT

1. Dr Paul Rogers Limited – sessional rate is £150.00 per session at either his Cardiff or Newport Office. Fees may in certain circumstances be less and negotiable depending on the case and the client's circumstances. Negotiated fees will be agreed in writing prior to the commencement of therapy.
2. Requests for changes to pre-agreed appointments will be agreed wherever possible where 72 hours' notice is given. Requests within 72 hours of the appointment start time will be considered only where there is extenuating circumstances.
3. Should sessions be cancelled for whatever reason within 72 hours of the appointment start time then full fees are incurred.
4. Should home visits be required, then such requests will be considered on a case by case basis. Where home visits are agreed, travelling time will be charged. The fees for will be charged at an interval of 30 minutes and are £50 per 30 minutes interval.
5. A session lasts up to a maximum of 1 hour, including the writing of clinical records and the appropriate assessment and discharge letters to the GP and / or Instructing Solicitor.
6. Sessions requiring longer than 1 hour must be agreed at least 72 hours prior to the session and will be charged in intervals of 30 minutes & £75.00 per 30 minutes.
7. Letters outside of the above medical and / or the instructed medico legal assessment and discharge purposes will be individually considered each time this is requested. Dr Paul Rogers Limited reserves the right to refuse such non-essential requests. The fees for will be charged at an interval of 30 minutes and are £50 per 30 minutes interval.
8. Our accounts are not subject to VAT (not currently registered for VAT accounting purposes).
9. Should accounts not be settled within the agreed period, at our discretion, we have the right to charge interest on unpaid accounts at clearing bank base rate per month, or part of a month, until full settlement is received.
10. We will use our experience, knowledge, care and skill in fulfilling your instructions to the best of our ability.
11. In relation to Solicitor instructed cases, please let us have your full instructions, together with any further relevant information you may have, and confirm your agreement in writing to the above terms.
12. In relation to Solicitor instructed cases, within the guidelines of the Civil Procedure Rules we reserve the right not to accept any instruction if we feel that a conflict of interest exists or is identified.
13. Our invoice must be paid within 14 days unless otherwise agreed in advance.
14. Any report prepared remains the property of Dr Paul Rogers unless our fees are paid in full.