



Electronic Payment Communications Disclosure

Accepted Payment Methods

I accept payments in the form of cash, check, credit/debit card, and electronic funds transfers. If you wish to pay fees electronically (card or funds transfer) I subscribe to the following payment services:

- *Square*
- *PayPal*

Please be aware that I have a duty to uphold your confidentiality, and thus wish to make sure that your use of the above payment services is done as securely and privately as possible.

Possible Risks to Your Confidentiality

After using any of the above services to pay your fees, that service may send you receipts for payment by email or text message. These receipts will include our business name, and would indicate that you have paid for a therapy session.

It is possible the receipt may be sent automatically, without first asking if you wish to receive the receipt. In most cases I am unable to control this and may not be able to control which email address or phone number you receive a receipt.

Before using one of the above services to pay for your session(s), please think about these questions:

- Which email addresses or phone numbers have you received these kinds of receipts in the past?
- Are any of those addresses or phone numbers provided by your employer or school? If so, the employer or school will most likely be able to view the receipts that are sent to you.
- Are there any other parties with access to these addresses or phone numbers that should not be seeing these receipts? Would there be any danger if such a person discovered them?

In addition to these possible emails or text messages, payments made by credit card will appear on your credit card statement as being made to *write your business name as it appears on credit card statements*. Please consider who might have access to your statements before making payments by credit card.

Client's initials signifying you have read the above disclosure: _____