

Susan Hoover, MSW, LISW
Clinical Social Worker
3200 Linwood Avenue
Cincinnati, OH 45226
513-321-5999

Practice Information

Practice Hours

Office Hours vary and are by appointment only.

Emergency Coverage

I have a twenty-four hour messaging services. If you leave a message for me, I am notified immediately of your call. If you are in emergency situation and do not hear from me immediately, you must call the 24-hour crisis hotline at 281-2273, your primary care physician, 911, or go to the nearest hospital emergency room so that you are safe and can receive the care you need.

Fee Schedule

My professional fee for psychotherapy is \$175 for an initial evaluation, \$150 for a 55-minute psychotherapy session and \$110 for a 45-minute psychotherapy session. Fees for reports are charged at \$150.00 per hour, pro-rated. This is not reimbursable by insurance and the fee must be paid prior to the report being released to you or to any other party.

Twenty-four hour notice is required for cancellation for an appointment without charge. Appointments cancelled with less than 24 hour notice will be charged \$50.00. Missed appointments, with no call to cancel, will be charged a fee of \$110.00. Insurance will not cover charges levied for missed or cancelled appointments; therefore any such charges will be your responsibility. These policies will be strictly implemented.

Insurance

It is your responsibility to maintain an understanding for your mental health insurance benefits, policies, procedures and limitations. Some insurance require pre-certification, require that a deductible be met, or have limited number of sessions.

Billing and Copayment

Payment is required at the time of service. Please plan your arrival to find parking and have your copayment ready. There are several bank machines within walking distance of this office. If you

have questions about the amount of your copayment, call the number on the back of your insurance card.

If you are divorced, separated, or an unmarried parent of a minor with a legal agreement governing the responsibility of payment of medical expenses, please note that this office cannot be responsible for enforcing your agreement. Copayment is expected at the time of service, regardless of who accompanies the child to the office.

Billing for unpaid copayments and uncovered charges is completed at the end of each month. Clients will receive a statement indicating each session charge and payment. Charges not covered by insurance are due within thirty (30) days of statement receipt. Failure to make payment or arrange a payment plan will result in account referral to a collection agency.

Minors and Adults with Guardians

Children under the age of 18 and adults who have legal guardians must have their parent or guardian sign for consent to treatment and for authorization to bill insurance.

Handicap Accessibility

This office is not handicap accessible. If you are currently, or become unable, to negotiate stairs, I will be happy to make a referral to handicap accessible providers.

Independent Practice

All practice information, policies, procedures and services pertain only to the practice of Susan Hoover, MSW, LISW and are delivered only by Susan Hoover, MSW, LISW. Any other practitioners sharing space at this same address are independent and are responsible and liable for their own independent practice and services.