



SCHOOL of EDUCATION
and HUMAN DEVELOPMENT
Sheila C. Johnson Center

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CLINICAL SERVICES PAYMENT POLICY NOTICE

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- Copays are due at the beginning of each session. If you intend to pay out of pocket, full fee is due at the time of services.
- Payments may be made by credit card or checks. Checks should be payable to Rector and Visitors of the University of Virginia. We no longer accept cash payments.
- It is the clients' responsibility to provide the most up to date insurance information. If the client is in default with this practice, it may result in the client being financially responsible for services rendered.
- Sheila C. Johnson Center (SJC) does not assume responsibility for resolving disputes with your insurance company, nor for notifying you when your benefits are about to run out.
- University financial policy does not allow for the accrual of/or unpaid debt; therefore, the continued provision of services is dependent on satisfactory periodic payment towards any account balance greater than 30 days.
- If you have a balance due on your account, you will receive monthly statements reflecting the payment and charges. Any outstanding balance is due upon receipt of the statement and past due after 30 days. We are required to submit unpaid accounts to the Office of the University Comptroller. If we have not received payment and/or a portion of payment based on a documented payment plan for more than 120 days, the account will be transferred to a collection agency.
- If you have any portion of your balance that is 120 days past due, you are responsible for paying the total balance on the account to prevent the account from going into the collections process.
- If cost is an undue burden, there may be options, such as access to grants to assist with costs. However, the SJC cannot promise that any such options will be available. We also offer payment plans. For more information regarding payment plans please contact our billing specialist at 434-924-1406.
- If SJC purchased custom equipment on behalf of a client and the equipment is non-refundable and cannot be returned to the manufacturer, the client is responsible for reimbursing SJC the total cost of procuring the equipment if the client is non-compliant attending appointments.