

MindSights' Policies on Involving Caregivers in Evaluation Services:

- 1) Our typical evaluation process involves the caregivers who are regularly present in their kid(s)' lives. When parents are separated and/or divorced, our process will be to offer involvement in the process to the non-custodial parent, assuming that parent has regular contact with the child.
 - a. Involvement in the process includes, yet is not limited to, completion of intake forms, an initial interview to share observations and concerns, completion of behavioral rating scales, and/or participation in debriefing of evaluation results.
 - b. The noncustodial parent does not have to agree to participate in order to move forward with the evaluation. As long as they do not object to the services for the child, the evaluation can move forward with participation of one parent.
 - c. We can honor parents' wishes to conduct both initial consultations and debriefing sessions separately, if preferred. These additional meetings may add to the total cost of evaluation services.

- 2) If two parents in a kid's life disagree about whether it is prudent to move forward with the evaluation process at any given time, MindSights will defer to parental agreement. That is, we will not move forward with scheduling or continuing an evaluation until both parents are in agreement.
 - a. If the Court has determined who can consent to the evaluation or ordered an evaluation to occur, we will request a copy of the relevant legal document and seek to secure consent as indicated.

- 3) We ask one party in a child's life to sign MindSights' fee agreement. This party should be the person responsible for medical expenses for the child and willing to accept responsibility for any charges not covered by commercial insurance or third-party payers. This is also the party to which we will send invoices for prepayment amounts, as well as for any final or remaining balance at the end of services.
 - a. If families want to split the cost of any invoice across parents or different accounts or multiple credit cards, we are willing to accept payment from relevant contributors through our patient portal, over the phone, or in-person.
 - b. We will not, however, send multiple invoices or partial invoices to various parties. The financially responsible party, who has signed our fee agreement, is welcome to share the invoice with others who are financial contributors and those parties are welcome to pay MindSights directly.