

# NEW JERSEY'S NEW WAYS FOR FAMILIES, LLC

www.newwaysnj.com

## **SHARON RYAN MONTGOMERY, PSY.D.**

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### **Dennis J. Shaning, Ph.D.**

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## **PROCEDURES FOR NJ's NEW WAYS FOR FAMILIES**

1. New Ways counseling sessions proceed only when the following have been received:
  - a. A copy of a Court Order or letter from the attorney or party retaining Dr. Shaning or Dr. Thorpe or Dr. Welt to conduct the New Ways Program with all members of the family.
  - b. An initial retainer in the amount of \$5,000.00. The retainer amount is to be divided on a 50/50 basis, unless otherwise ordered by the court.

Please make checks out to: NJ's New Ways for Families, LLC and mail to Dr. Aaron Welt, at his address listed above.

Billing will include hours spent in direct contact with family members as well as time spent on phone calls to/from attorneys or collateral contacts, billed at \$250.00 per hour. If the charges exceed the retainer, an additional payment may be requested to continue the counseling. Delays in making payments will result in delays in the progress of the counseling process. If additional visits are needed or requested, beyond the basic New Ways program, these will be billed accordingly. This counseling program is confidential unless otherwise agreed upon by mutual consent or by court order.

- c. A copy of this document signed by each parent indicating that he/she has read these procedures and agrees to their content. Please return this signed agreement to Dr. Welt, along with your check.
2. Both parents agree to make themselves available for the counseling sessions as outlined in this document. It is understood that the counseling process may require additional visits, beyond the basic, structured program. Regarding scheduling of appointments, because your appointment time has been reserved for you, it is required that you give a twenty-four-hour notice of cancellation. This office reserves the right to charge for missed appointments at the rate of a normal office visit. There may be occasions that your appointment will have to be cancelled by Drs. Shaning, Thorpe, Welt, as they may need to be called upon for court testimony due to their extensive court involvement. In the event that does occur, every effort

will be made to reschedule your appointment in a timely manner.

3. Parents understand that if, during the course of the counseling sessions, the counselor obtains information that raises, for the first time, a reasonable suspicion that one or more of the children has been a victim of child abuse, the counselor has a legal obligation to report such suspicion to DCPD for further investigation.
4. It is not standard practice to record (video/audio) sessions or have third party observers present during the counseling sessions. Drs. Shaning, Thorpe, Welt reserve the right to not allow recordings to occur. Recording without Drs. Shaning, Thorpe, Welt's knowledge and permission is not allowed. Should this occur, Drs. Shaning, Thorpe, Welt will have the option of terminating the counseling process and collect all fees associated with the work that has been completed.
5. It is understood that Drs. Shaning, Thorpe, Welt do not routinely disclose information or provide deposition or court testimony in these matters. In the event that such services should be required by way of mutual agreement or Court Order, it is understood that Drs. Shaning, Thorpe, Welt shall do so at his/her fee of \$375.00 per hour for these additional services. The party requesting such services shall inform Drs. Shaning, Thorpe, Welt and sign appropriate Release of Information Forms. The specific date and times of court proceedings/depositions need to be scheduled, as well as payment received, at least seven (7) days in advance for this time to be reserved.
6. Upon completion of the program, the parents will receive a certificate certifying participation, completion, and mastery of New Ways for Families skills.
7. Drs. Shaning, Thorpe, Welt's professional involvement in this counseling process will terminate upon completion of the designated number of counseling sessions or upon receipt of notification from the retaining parties indicating that Drs. Shaning, Thorpe, Welt's services are no longer required. Drs. Shaning, Thorpe, Welt's services will also terminate upon refusal or failure of the retaining parties to abide by the stipulations of this Agreement. Booster sessions will be made available upon request.
8. An administrative fee of \$300.00 will be charged against the Retainer for case setup/case preparation, whether it is prior to the first appointment or after appointments have begun. Should Dr. Shaning, Thorpe, Welt's participation in this program be terminated prior to completion, they shall be entitled to collect ALL professional fees accrued prior to notification of termination. The accumulated fees will be charged against the Retainer and any unused portion of the Retainer will be refunded to the Payer.

I have read the above list of procedures for participating in NJ's New Ways for Families counseling and agree to its contents.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_