



### **Training & Credentials**

- Master of Divinity in Pastoral Care & Counseling
- Master of Marriage & Family Therapy
- Licensed Clinical Pastoral Therapist in Tennessee, License #038
- Diplomate in the American Association of Pastoral Counselors, #6911
- Former Executive Director of the Pastoral Counseling Centers of Tennessee
- 20+ years of clinical experience.

### **Session Fees**

My current fee is \$150/clinical hour (50 min). Depending on my current caseload I may be able to work with clients who are not able to pay the full fee. Priority for these clients will be given to, but not limited to, members of Belle Meade United Methodist Church. If we are not able to work together for financial or other reasons, I will happy to assist you in connecting with other therapists that I trust.

### **Payment & Missed Appointments**

Payment is due at each session unless other arrangements are made ahead of time and may be made by Cash, Check, Credit Cards, Paypal, and mobile pay apps (including ApplePay & AndroidPay). Checks are to be made payable to "Counseling Center at BMUMC".

**You will be charged for a missed appointment if 24-hour advanced notice is not given.** (Emergencies do occasionally occur. Special allowance may be made for emergencies on a case-by-case basis).

### **Insurance/Third-Party Billing**

Insurance can help pay for my services, but there are clear guidelines and limitations. I can help you determine if using your insurance may be possible. I am currently an in-network provider for CIGNA insurance. I am not eligible as a provider for their Medicare supplement plans. For other insurance providers where the client may have out-of-network benefits, we currently recommend the Better app (<https://www.getbetter.co/>) to help clients file for reimbursement of fees paid. Whether using the Better app or not, we can provide a detailed receipt with diagnostic and procedure codes, dates of service, and provider number to be submitted to the client's insurance carrier for reimbursement of fees paid. (If using out-of-network benefits, the client will have to pay fees as service is provided and work with their insurance carrier to receive reimbursement directly.) Other information on utilization of insurance will be provided prior to the first session.

### **Scheduling**

Appointments are generally made on a weekly basis and it is desirable to find a time that works consistently for each client. However, appointments are not automatically held open from week to week. It is your responsibility to reschedule your appointment at the end of each session.

I currently have office hours available at the following times:

- Monday & Wednesday 7AM to 2PM
- Tuesday & Thursday 1PM to 8PM
- Friday 8AM to 5PM

## **Communication, Email, & Social Media**

If you need to reach me in between sessions to make or change an appointment, you can call and leave a brief message or text me on the office phone at (615) 763-3236, Ext. 701 or email me at [Chris@CounselingatBMUMC.com](mailto:Chris@CounselingatBMUMC.com). Messages are checked on a regular basis and will be returned in a timely manner. Please note that email and text messaging are not considered secure forms of communication and you are encouraged to utilize these methods of communication only for general information or scheduling. Any messages sent for any other purpose will be saved, printed, or scanned and kept as part of your treatment record.

I do not regularly do phone consultations. If you have an emergency, you may obtain assistance by calling the Crisis Help Line at (615) 244-7444, the mobile crisis services line at (855) 274-7471, the YW Domestic Violence Center at (615) 242-1199, or by going to your local hospital emergency room or calling 911. For a crisis with minors you can call the mobile crisis line at (866)791-9222. I may not be able to respond to emails in a timely manner, therefore do not email me when you are in a crisis and feeling suicidal, overwhelmed, or unsafe. If you are in a true crisis or emergency, please use one of the services above.

I am committed to maintaining proper boundaries that include, but are not limited to, protecting the privacy and confidentiality of the therapeutic relationship between counselor and client. Therefore, it is my policy to not accept “friend” or contact requests from current or former clients on any social networking site. **Do not attempt to use messaging from any social media site to contact me. It is my policy to not respond to such contacts from clients.**

## **Office Location & Information**

The office is located inside Belle Meade United Methodist Church at 121 Davidson Road, Nashville, Tennessee 37205 (on the corner of Davidson & Post Roads). The easiest parking is the lot along Post Road outside the church office. Directions and more info on parking can be found on the church’s website at <https://bellemeadeumc.org/directions-and-parking/>.

If you are arriving during normal church office hours (8A.M. – 4P.M.) or if you need an accessible entrance, you may enter through the church office main entrance. Please take the elevator to the second floor. The office is in Room 206. As you exit from the area of the elevator, follow the signs to the office. The waiting area is the second door on the left just past the counseling office. If I am not available when you arrive, you may wait in that room until I am available.

If arriving before or after normal church office hours (or if you prefer a more private entrance), please follow the walkway that is to the right side of the church office building (between the office building and the sanctuary). The entrance is the only door on the left side of the walkway. This door will be locked. Please text me at (615) 763-3236 and I will come open the door for you as soon as I am available.

## **What to Expect in our First Session**

Once in the office, I will review the paperwork you completed and answer any questions you may have. During the remaining time, I will want to hear about you – What brings you in? and How can I be of help? At the end of the session, we will talk about an initial plan of care, set our next appointment(s), and take care of payment for the session.

If you have any questions about any of this information that you would like to discuss before our first meeting, don’t hesitate to call or email. I will be happy to talk with you. I look forward to seeing you at our first session.