



Session fees and copay are due at the beginning of each appointment. Payment can be made by cash, check or credit card.

**Checks should be made payable to FAIR.**

**Initial Registration**

This form is required for your file. The information is needed for claims and/or auditing purposes. Please fill in all areas. "Client" & "Patient" refer to person seeking services. "Member" refers to the person who carries the insurance policy.

Client Name \_\_\_\_\_  
First Name Middle Initial Last Name

Client Address \_\_\_\_\_  
Street City State Zip

Primary phone number: Accept Texts? \_\_\_\_\_ Yes  No

Do we have permission to leave you a message at this number? Yes  No

Additional phone number: Accept Texts? \_\_\_\_\_ Yes  No

Do we have permission to leave you a message at this number? Yes  No

**Insurance Information\*** (\*Insurance Declaration Page MUST be on file for consideration.)

Member's Name \_\_\_\_\_ Member's Employer \_\_\_\_\_

Insurance Carrier \_\_\_\_\_ Group # \_\_\_\_\_

Member ID # \_\_\_\_\_ Member's Date of Birth \_\_\_\_\_

Patient ID # \_\_\_\_\_ Patient's Date of Birth \_\_\_\_\_

Patient relationship to member: Self  Child  Spouse

Refer to your insurance card for the following phone numbers: Member Services \_\_\_\_\_

Behavioral/Mental Health \_\_\_\_\_ Provider Hotline \_\_\_\_\_

Do you have a secondary insurance policy? Yes  No

If yes, provide Insurance Carrier, Member ID, and Group ID \_\_\_\_\_

*\*Providing this information does not guarantee insurance payment. Client assumes full responsibility for services.*

Patient's Gender \_\_\_\_\_ Religious Preference (if you want us to know): \_\_\_\_\_

Patient's Marital Status: Single  Married  Widowed  Separated  Divorced

Today's Date \_\_\_\_\_ Date of first scheduled appointment \_\_\_\_\_

Whom can we thank for your referral to FAIR Counseling? Personal Reference  Insurance Company Reference

Personal or Insurance company referral \_\_\_\_\_

Emergency Contact (Name, Phone, & Relationship): \_\_\_\_\_

My counselor's name is \_\_\_\_\_