

## **DR. SHEILA M. ADDISON**

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Licensed Marriage and Family Therapist ♦ LMFT #49616

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### ELECTRONIC PAYMENT COMMUNICATIONS DISCLOSURE

If you wish, you may pay fees electronically – through funds transfer or using a credit/debit card -  
- using the following service:

- Cash.me, aka “SquareCash,” aka the “Cash app” – available for Android, iPhone, and Google Play

#### **Please Be Aware of the Following:**

I have a duty to uphold your confidentiality, and thus I wish to make sure that your use of the above payment services is done as securely and privately as possible.

After using any of the above services to pay your fees, that service may send you receipts for payment by email or text message. These receipts will include my business name, and may indicate that you have paid for a therapy session, particularly if you indicate “therapy” as the purpose.

It is possible the receipt may be sent automatically, without first asking if you wish to receive the receipt. I am unable to control this in many cases, and I may not be able to specify which email address or phone number your receipt is sent to.

So before using one of the above services to pay for your session(s), please think about these questions:

- At which email address or phone numbers have I received these kinds of receipts before?
- Are any of those addresses or phone numbers provided by my employer or school? If so, the employer or school will most likely be able to view the receipts that are sent to you.
- Are there any other parties with access to these addresses or phone numbers that should not be seeing these receipts? Would there be any danger if such a person discovered them?

In addition to these possible emails or text messages, payments made by credit card will appear on your credit card statement as being made to me. Please consider who might have access to your statements before making payments by credit card.

Finally, electronic payment may result in your name, or the name on your bank account/card being received and stored by my bank, and potentially shown on my paper and/or electronic bank statements. Though normally I am the only person to access my accounts, bank employees may also have access to my transaction history if I need help with resolving an issue. I have no control over this; although I keep my paper statements secured in my home, if this is a concern for you, you should use another payment method such as cash or a personal check.

#### **Health Savings Accounts and Flexible Spending Accounts**

If you are using a Health Savings Account (HSA) or Flexible Spending Account (FSA) payment card, please be aware that even if your payment goes through and is authorized at the time that we run your card, there is a possibility that your payment could later be denied. In the event of this happening, you are responsible for ensuring that full payment is made by other means.