

LOCATION

We are located in the historic “Bottomley House” – a large Victorian home with a round front porch at **1118 College Drive**. We are on the corner of College Drive and University Drive, across the street from St. Andrew’s College and the Royal University Hospital.

PARKING (see map below)

8 client parking stalls are available behind the office, on a first come, first served basis. More information on street parking is available on our website, by clicking the Parking link on the Home page.

INTAKE FORM / PAPERWORK

An intake form is sent with new client bookings and needs to be completed once every 12 months thereafter. A copy is available on the website under Resources or can be completed in our office.

THERAPIST CREDENTIALS

Therapists have varying credentials. At PPC we have Registered Psychologists, Registered Social Workers and Certified Canadian Counsellors. ***If you are submitting a claim to an insurance company, please ensure the therapist you are booked with meets the criteria of your policy prior to your visit.*** Neither PPC nor your therapist can be responsible for denied claims.

HOURLY RATES & PAYMENT

Hourly rates start at \$150+ per 50-60-minute hour. There is no GST or additional tax. If EFAP or direct billing to an insurance provider is not available, payment is made through your Jane account, by e-transfer, Visa, Mastercard, or debit. Invoicing is by special, prior arrangement only. If a third party (parent, spouse, friend) will be covering the cost of a session, PPC requires client authorization to release session dates & length of appointment for all clients over 15 years of age. See first page of Intake Form. Some direct billing to insurance providers is now available. Please speak to Administration for more information.

MINOR CHILDREN

When the client being seen is under 15 years of age and the parents share custody, signatures on a Joint Custody Consent Form ***are required*** before the child can be seen for a counselling session. This form is available on our website, under Resources. As well, a parental appointment is booked before the child is seen.

CANCELLATION POLICY

24 hours’ notice of cancellation is required. Voicemail is available 24 hours and clients can cancel through their Jane app. Less than 24 hours’ notice or not showing at all may result in a Missed Appointment fee charged directly to you.

Finding our office & parking lot...

