

Welcome from Moxie LCSW Corp CTC- California Relationship Centers

Welcome!

I, Jennifer Hampton, LCSW, am an independent contractor (not an employee) with California Relationship Centers, LLC and its subsidiaries: North Berkeley Couples Therapy Center & East Bay Intimacy & Sex Therapy Center & Napa Valley Couples Therapy Center.

In order to prepare for your appointment, there are just a few steps to complete.

1) Confirm your Appointment time and Pre-Authorize payment (please complete this step within 24 hours to avoid losing your time slot as appointments are on a first come first served basis).

To Confirm and Pre-Authorize Payment for this appointment, please click the appropriate calendar link below, input your contact information, select your appointment time, and place a credit card on file. Click the button that says: **Reserve without paying for the appointment.** Please leave the box checked to **Save this card for easier use in the future** so that we can bill you after the session and for any future appointments.

Note: You will NOT be billed until the appointment, and this will secure and hold your appointment time. *(No-Shows or Cancellations with less than 72 hours notice will be billed at full price unless otherwise agreed upon.)*

Click one of these Acuity calendar links below to Confirm Your Appointment:

50 Minute Therapy Session:

<<https://app.acuityscheduling.com/schedule.php?owner=14222611&appointmentType=13180002>>

50 Minute Therapy Session Online/Telehealth: <<https://app.acuityscheduling.com/schedule.php?owner=14222611&appointmentType=13179984>>

2) Create a client profile via Simple Practice. This is a one-time headache.

This is a HIPAA-compliant software program that will store your "file", including communications, documents and forms sent, etc. Acuity manages scheduling and billing only. For couples, each person must create their unique profile and password. When assigning payment info, you can skip the credit card details and choose insurance instead of self-pay, choosing "California Relationship Centers" from the insurance provider menu. This will assure that you will not be billed by Simple Practice. Please let me know if you have any questions.

<<https://jennifer-hampton.clientsecure.me/home>>

3) Review the attached Consent & Offices Policies Form.

*Please review, print out a copy and bring with you to your first appointment or come prepared to sign in the office. The consent form can be **shared & signed together (for couples/partners)** to minimize paper usage.*

4) Review the standard HIPAA Privacy Act information and save for your records

Location Information:

Moxie LCSW Corp

1219 Coombs Street

Napa, CA 94559

There is ample parking on the street in front of the building, in the parking lot across from the building, and covered parking structure to the south of the building, at the corner of Coombs and Polk/Pearl. Both of the parking lots are free with time limits.

My office building is a two-story historical home, painted in a light green with white trim and a long staircase. I am located on the 1st floor in Suite D. Please use the south driveway to access the office suite, which is in the middle of the building. Please enter the waiting room and have a seat. There is a restroom off the waiting room and a courtyard in the back. No smoking is allowed on the premises.

Many clients and clinicians are sensitive to chemicals and scents. Even perfume, cologne and smoke residue on clothes can cause adverse reactions for those with sensitivities, so we caution against using scents when coming to session. Likewise, please let me know if you have any sensitivities around essential oils as I occasionally use them in session.

As you are being seen by referral from California Relationship Centers, LLC, the fee is due at the beginning of each session in the form of credit or debit card, cash or check. If you choose to pay with a check, please make it out to California Relationship Centers, LLC. If you pay with a credit card, the statement will reflect a charge from: California Relationship Centers, LLC .

Please send me a reply to let me know you got this email. I look forward to meeting you soon!

Warmly,

Jennifer Hampton, LCSW

Lic CA 82213

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