

DESERET COUNSELING CENTER

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COURT-ORDERED AND NON-COURT-ORDERED FORENSIC INTERVIEW

POLICIES, PROCEDURES, AND FEE AGREEMENT

POLICIES AND PROCEDURES

1. All parties shall execute required consent forms prior to participation in any court-ordered procedures conducted by the Evaluator.
2. The Evaluator shall be formally notified of appointment through a Minute Entry issued by the Court.
3. All services require a retainer, which shall be applied to services rendered and maintained as outlined herein. Payment shall be made via cash or cashier's check.
4. No appointments shall be scheduled or maintained unless the account is current.
5. Insurance shall not be billed for any forensic services rendered.
6. Each parent shall execute appropriate releases authorizing the Evaluator to obtain all relevant records and collateral information.
7. Non-court-ordered forensic interviews shall require written authorization for release of reports to any third party.

PARTICIPATION

Failure of any party to participate, remit required fees, or attend scheduled appointments may result in immediate notification to the Court for further direction.

All documentation submitted to the Evaluator must be concurrently provided to the opposing party or counsel.

The Evaluator shall not conduct substantive matters via telephone outside of scheduled appointments.

WAIVER OF CONFIDENTIALITY

Forensic services provided herein are not subject to traditional therapist-client confidentiality. All information obtained may be included in a written report disseminated to the Court, counsel of record, and relevant parties.

FEES AND BILLING

Professional services are billed at \$300.00 per hour. Deposition and testimony services are billed at \$350.00 per hour, calculated portal-to-portal and rounded to the next full hour.

Assistant services are billed at \$175.00 per hour for administrative, coordination, and support functions.

No fees shall be assessed for billing inquiries.

RETAINER

An initial retainer of \$4,000.00–\$6,000.00, or greater as deemed necessary, shall be required prior to commencement of services.

Each party shall be responsible for their court-ordered portion.

Retainers must be replenished when the balance reaches \$2,000.00 unless otherwise authorized.

TESTIMONY AND COURT APPEARANCES

In the event of subpoena, the requesting party shall be responsible for all associated costs, including preparation, travel, waiting time, and testimony.

All such fees shall be paid no less than seventy-two (72) business hours in advance.

ACKNOWLEDGMENT AND AGREEMENT

By signing below, the undersigned acknowledges full understanding and acceptance of the terms set forth herein.

Printed Name: _____ Date: _____

Signature: _____

Relationship to Child(ren): _____