

## SOLUTION FOCUSED FAMILY CENTER

**Interview Offices:**

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## PARENTING FACILITATION FEES

One of the ways in which evaluators maintain neutrality and ethical practice is by assuring that fee payment is not contingent on a particular recommendation or outcome. Parenting Facilitation fees are due in advance as a refundable retainer.

**Ongoing Fees:** Mindy Harrison's hourly rate is \$250 per hour. The hourly rate is charged for all meetings, phone contact, email contact, collaboration with attorneys, collaboration with other professionals, review of basic documentation, completion of a reports to the court, review of depositions, review of Child Protective Services records, or other substantial records review. Unless otherwise specified, work is billed in quarter hour increments based on a standard hourly rate of \$250 per hour: Unless otherwise specifically ordered by the court fees for services will be split between the parties.

Services will be charged against the initial retainer of \$1,500. Both parties are required to replenish the retainer when it reaches \$500 or less. Once this threshold is reached, both parties will be notified to add funds to the retainer. If parenting facilitation services are no longer needed, any remaining balance on the retainer will be refunded, but only up to the amount left in the account. If one party fails to make the full payment, any reimbursement issues may need to be resolved in court. This ensures that the process remains fair and that both parties are held accountable for their financial responsibilities.

**Form of Payment:**

Payment should be made in the form of check or money order made out to Solution Focused Family Center; no electronic payments are accepted. Returned checks will be charged the maximum fee allowable under law. The client understands they are responsible for any and all fees incurred by the parenting facilitator in relation to this case, and any and all work done by the parenting facilitator in relation to this case.

**Other costs:**

The client understands that each of the parties will be responsible for any fees for production of third-party records or other information related to this case. The client understands that if parenting facilitation services are no longer required, costs for postage, copying of records, and other administrative costs will be deducted from the retainer. The client acknowledge that time in administrative tasks is billed at the standard hourly rate and that copies of records produced by Solution Focused Family Center are billed at the same fee as charged by the Denton County District Clerk's office.

**Late Cancellation of Appointments:**

Cancellation of any appointment with less than 72 hours' notice will incur a one-hour service fee. The client canceling will be responsible for this fee. Please be aware that any reason for canceling an appointment, whether due to illness, changes in work schedules, or any other circumstance, will still incur the \$250 one-hour service fee. The client canceling without proper notice will be responsible for this fee, as we have reserved that time specifically for your family and could have accommodated other clients during that slot. This policy ensures fairness and helps accommodate the time reserved for each session.

**Interpreter Services:**

If the court determines that the primary language of the parties is not English, the parenting facilitator will select a licensed or certified interpreter to assist during the proceedings. Please note that all costs associated with the use of the interpreter will be covered in accordance with the court order. This ensures effective communication and understanding throughout the process.

**Court Appearances Fees:**

If Mindy Harrison, LCSW-S receives a subpoena, the requesting lawyer must contact our office to arrange a time for the subpoena to be served. The fee for any requested appearance, including subpoenas, settlement conferences, or dispositions, is \$350 per hour, with a minimum charge of \$1,400 for four (4) hours, payable upon receipt of the subpoena. A retainer of \$2,400 is required for a full day (8 hours), and a \$1,400 retainer is required for a half-day (4 hours), both payable in full upon receipt of the subpoena. An invoice will be sent to the requesting party, and payment is due upon receipt. Please be advised that failure to pay the minimum required fees as specified will constitute a release from the requested or subpoenaed appearance.

We require a minimum of 7 working days' notice to accommodate any schedule changes for our other clients. Legal cases necessitate significant time to be cleared from our calendar, along with additional

professional preparation for any requested appearance, including subpoenaed or telephonic appearances. Fees are due no later than 7 days prior to the court date and are nonrefundable, as we must clear our schedule regardless of whether the hearing occurs.

Please note that if an appearance request is received with less than 7 days' notice, the appearance fee is due immediately, along with an express charge of \$350. Additional fees for documentation preparation may also apply, as outlined in the advisement form. Any additional time spent by our evaluator in case preparation, travel, and witness time will be billed at an hourly rate of \$250.

Clients are responsible for any attorney fees and costs incurred by Solution Focused Family Center and Mindy Harrison, LCSW-S, due to legal actions, such as filing a Motion to Quash. If Mindy Harrison, LCSW-S is requested to appear in court by you or another party, you will be billed for all professional time, including preparation and transportation costs, given the complexity of legal proceedings. Failure to provide the specified fees constitutes a release from the requested appearance.

#### **Travel Fees:**

If Mindy Harrison, LCSW-S is required to travel outside of Tarrant County and its contiguous counties (Collin, Denton, Dallas, Parker County) to testify, an additional travel fee will apply. This fee structure is as follows:

- Commute of up to 2 hours: \$500
- Commute of up to 4 hours: \$1,000
- Commute of up to 6 hours: \$1,500
- Commute of up to 8 hours: \$2,000

These fees cover travel time to and from the court hearing or deposition for out of county meetings or hearings. For evaluations requiring airline or overnight travel. The client understands that fees are charged for travel time and travel expenses. Such travel time is logged as any time spent between originating airport and hotel, and is charged as noted above. Travel expenses include the full expense of the airfare, additional travel retainer will be calculated based on expected travel time and expenses and is due before any travel arrangements will be made. Additional costs for travel-related expenses, such as airfare, lodging, parking, meals, and transportation, will also apply.

An invoice will be sent to the requesting party, and payment is due upon receipt. Please be advised that failure to pay the minimum required fees as specified will constitute a release from the requested or subpoenaed appearance.

#### **Financial Obligations:**

Although the client may be providing payment to the parenting facilitator they are working for the court and the recommendations made by the parenting facilitator may or may not favor their position or be something that they are in agreement with. The client is responsible for any and all fees incurred by the parenting facilitator in relation to this case, and any and all work done by the parenting facilitator in relation to this case. Retainer accounts are kept per case, not per parent.

**Do not sign this form unless you have read and understood it.**

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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Signature

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Printed Name