



Psychoeducational Assessment (PEA) Financial Contract

Regional Assessment and Resource Centre (RARC)

Queen's University - Mackintosh-Corry Hall, Room B100
68 University Avenue – Kingston, ON K7L 3N6
P: (613) 533-6311 | F: (613) 533-6564 | E: rarc@queensu.ca

Student Name: _____ College / University: _____

Student Email: _____ Phone Number: _____

Fee for Psychoeducational Assessment: \$2,800

You may be eligible to receive full or partial funding for the assessment fee through using one or more of the following methods:

- Private Insurance Coverage (**must be used before BSWD/CSG-PDSE funds can be accessed**)
- Provincial and/or Federal OSAP Funding (BSWD/CSG-PDSE)
- Sliding Scale Fee (**only applicable to those who are ineligible for OSAP funding and who do not have insurance coverage**).

Note: *If you are unsure of your funding coverage, please register with your Student Accessibility Services Office for assistance.*

Do you have private insurance coverage that covers psychological services/assessments? (i.e., through your school, parents'/guardians' and/or you or your spouse's work)

- Yes (Complete insurance information below) No (Proceed to page 2)

Does your insurance cover the full assessment fee indicated above? Yes No

If yes, fill out the information below and select Option #1 on page 2.

If no, fill out the information below and select the applicable option on page 2.

Please note that some insurance companies require a referral from your family doctor.

Name of Insurance Company: _____

Amount Covered: _____

If applicable:

Name of Secondary Insurance Company: _____

Amount Covered: _____

Financial Options

Please select **ONE** of the following financial options (*Payment or deposit must be provided at/by the first appointment*):

Option # 1:

Paying full assessment fee out-of-pocket (self, parent/guardian, or through insurance)

→ \$2,800

Option # 2:

Eligible for Provincial/Federal OSAP – BSWD/CSG-PDSE

→ \$2,800 (*if assessment reveals a permanent disability diagnosis*)

→ \$2,000 (*if assessment does not reveal a permanent disability diagnosis*)

- RARC will waive remaining fee if you have no insurance coverage or coverage is less than \$800

Option # 3:

Eligible for Federal OSAP – CSG-PDSE only

→ \$2,800 (*if assessment reveals a permanent disability diagnosis*)

→ \$500 or amount covered by insurance; whichever amount is greater
(*if assessment does not reveal a permanent disability diagnosis*)

Option # 4:

Not eligible for OSAP funding (BSWD/CSG-PDSE)

→ Fee will be determined using the sliding scale chart attached, the provided notice of assessment/income tax return and if applicable, student's insurance coverage.

Requirements:

- Proof of OSAP ineligibility sent to rarc@queensu.ca (letter or screenshot)
- Proof of income with most recent income tax return sent to rarc@queensu.ca

Late, No-Show and Cancellation Policy

If an appointment needs to be rescheduled, students are expected to provide 24 hours' notice prior to their scheduled appointment. If the student does not provide 24 hours' notice, a fee of \$200 will be charged. Furthermore, if a student is late 30 minutes or more, a charge of \$50 per 30 minutes will be charged. These fees are in addition to the agreed upon assessment fee. If a student cancels the assessment after it has already been started, they will still be charged a portion of the assessment fee.

As outlined above, I understand and agree to the Late, No-Show and Cancellation Policy. I agree to adhere to the instructions outlined in Financial Option # _____, and I will provide payment before my first appointment.

Student Signature: _____

Date: _____

Sliding Scale Fee Chart

The Sliding Scale Fee Chart is used to determine maximum out-of-pocket assessment cost for students. Out-of-pocket means the amount a student will pay after insurance reimbursement has been taken into consideration.

Sliding Scale	
Net Income	Flat Rate
> \$150,000	\$2,800.00
\$125,000 - \$149,999	\$2,400.00
\$100,000 - \$124,999	\$2,100.00
\$80,000 - \$99,999	\$1,800.00
\$70,000 - \$79,999	\$1,500.00
\$50,000 - \$69,000	\$1,200.00
\$30,000 - \$49,999	\$ 900.00
\$10,000 - \$29,999	\$ 700.00
< \$10,000	\$ 500.00