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## Supervised Access Payment Policy

1. Access fees are at a fixed rate of \$35/hour with an in-take fee of \$50/parent. Unless specific fee arrangements are noted in the court order the visiting parent will be responsible for all visit fees. Each party is responsible for their own intake fee.
2. All fees (including any amounts ordered by the courts) are payable in advance of the scheduled visit. Payment for a visit is due at the conclusion of the previous visit.
3. If a visit does not take place, the party responsible for the cancellation is charged \$40 to cover administrative costs. Reduced rates and money paid by the courts do not apply. The only exception to this would be verification from a doctor that a child or visiting parent was too ill to attend or documentation of other circumstances that made it impossible for the party to attend the visit. The director has sole discretion as to whether the reason for not attending is valid.
4. The parent that cancels a visit has the option of offering a make-up visit to the other parent, when feasible. If a make-up visit is scheduled there will be no missed visit fee assessed. Parties are allowed two rescheduled visits per calendar year. There will be a \$5.00 administrative fee charged to the cancelling parent for each additional rescheduled visit after two.
5. To ensure payment of missed visits, KIDS Services requires a \$40.00 deposit payable before the first visit. At the end of your association with our agency, this money is refunded, provided no money is owed for missed or cancelled visits.
6. Any non-payment by the visiting parent will result in a disruption of your visitation.
7. Any late payment or non-payment by either party is considered an act of non-compliance of a Court Order. Non-compliance can be considered an act of Contempt of Court.
8. KIDS Services accepts checks, money order or cash in correct currency. Facilitators do not have the ability to make change for client fees.
9. If there are multiple children visiting, a visit is not cancelled because one child is not able to attend. It is expected that the other children will be at the visit.
10. Inability by the custodial parent to transport the children is not a valid reason to cancel a visit. Anyone can transport the children to a visit.
11. Any person who sends a process server or police to our facility will be charged a \$50 fee.
12. KIDS Services has the right to assess additional fees for excessive administrative services.
13. Any facilitator called to testify shall be paid for their time preparing, traveling to, waiting for and testifying in court at the rate of \$75/hour with a minimum of 3 hours. Reduced rates do not apply. The party issuing the subpoena, or their attorney, is responsible for these fees.
14. The visiting parent is responsible for covering a facilitator's cost for any activities that charge a mandatory fee, i.e. entrance fees or restaurant charges.
15. Any mileage will be billed in addition to the hourly rate at \$.505 per mile.