

FORENSIC PSYCHOLOGICAL SERVICES FEE SCHEDULE RETAINER
AGREEMENT

Melissa Bagwell, Psy.D

Licensed Clinical and Forensic Psychologist

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1. Scope of Services

The Psychologist agrees to provide forensic psychological services, which may include, but are not limited to:

- Record review
- Psychological evaluation
- Testing and assessment
- Report writing
- Consultation with attorneys or third parties
- Preparation for court
- Deposition and courtroom testimony

These services are to be rendered in connection with the legal matter identified as:

Case Name/Number:

2. Retainer Fee and Billing

- A **retainer fee of \$ 2000** is required before services commence. Payment may be provided by check, credit, paypal, or zelle.
- Services will be billed against this retainer at the following rates:
 - Clinical/forensic assessment, record review, and report writing: \$ 200 per hour
 - Consultation (phone, video, or in person): \$ 200 per hour
 - Court preparation and testimony: \$200 per hour (minimum of 4 hours per day for testimony)

For Mental Health Diversion evaluations, \$200 per hour up to 10 hours for clinical assessment record review, report writing, and consultation and are billed in 15-minute increments.

NGRI and other more complex cases \$200 per hour up to 20 hours for clinical assessment record review, report writing, and consultation and are billed in 15-minute increments.

Court preparation and testimony will be billed separately and are not included in the 10 hours.

3. Payment Terms

Invoices are issued monthly or as services are rendered. Payment is due within 15 days of the invoice date. After services are complete, any unused money from the retainer will be returned within 15 days or submission of report. A late fee of 1.5% per month will be added to unpaid balances.

4. Cancellation Policy

Appointments, including evaluations and court appearances, must be canceled with at least **24 hours' notice**.

5. Confidentiality

The usual laws governing confidentiality between psychotherapist and patient do not apply to the relationship or information obtained during the course of the forensic evaluation. Information obtained in the course of the forensic evaluation will be shared with the individual's attorney. This policy also recognizes my use of professional test scoring services, and other professional consultation as deemed advisable by me. Be aware that in certain instances the law requires me to disclose privileged information, for example, in situations of suspected child abuse, of potential harm to oneself or another, and in instances where the court orders the disclosure of privileged information and records.

6. Work Product and Testimony

The Psychologist's findings, opinions, and conclusions will be documented in a report, when requested, and may be subject to subpoena. The Psychologist cannot guarantee that their opinions will support the retaining party's legal position. Expert testimony will be provided truthfully and impartially, consistent with professional ethics.

7. Termination of Services

Either party may terminate this agreement at any time, with written notice. The Client remains responsible for payment of all services rendered and costs incurred up to the date of termination.

8. Entire Agreement

This document contains the entire agreement between the parties. Any modifications must be in writing and signed by both parties.

Thank you for your confidence. I look forward to working with you on this matter.

Name of Case

Melissa Bagwell, Psy.D

Date: _____

Attorney of record

Date: _____