



Premier Wellness Healthcare  
103 N Main Street  
Bel Air, MD 21014  
888-333-1345  
[www.prewellhealth.com](http://www.prewellhealth.com)

## **FMLA/Forms Completion**

We reserve the right to charge a fee for the completion of forms, letters, or any other correspondence (disability, FMLA, MVA, etc.). The fees are as follows: Simple/single-page forms: \$10 (each form) - Complex/multi-page forms: \$25 (each form). These fees must be paid in full at the time the forms are submitted at the practice.

**All payments or correspondence should be mailed to:**

**Premier Wellness Healthcare**

**103 North Main Street**

**Bel Air, MD 21014**

### *FMLA Paperwork*

FMLA paperwork generally requires a minimum of 1-2 hours to complete, due to the need for supporting clinical documentation. Short-term disability often takes longer to complete and may require additional assessments beyond my regular intake evaluation. The time required to make copies or prepare and send faxes, and any other administrative business (e.g. preparing releases of information or requests for records; phone calls to lawyers, or other non-clinical calls) not directly related to the provision of clinical services, will also be based on the complexity of the documentation request, with a minimum fee of \$75.00.

**There will be no completion of any FMLA, disability, other paperwork, or letters of support unless your provider has met with you for at least 8 sessions.** We also will not complete any FMLA or disability paperwork if we are unable to support the request based on what you have presented at intake and during sessions.