

# Educational Resources Unlimited

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Barbara T. Posner, M.A.  
Lauren Seltzer, LMFT

Thank you for inquiring about the services of Educational Resources Unlimited. We look forward to working with you. Your child's welfare is our most important concern. Please review the enclosed materials:

- Our services and fee schedule
- Consultant and client responsibilities agreement
- A release of information form giving us permission to discuss your child's needs with educational and mental health professionals and to share them with schools and programs under consideration
- Our brochure which tells you a little about who we are

## HOW TO GET STARTED WITH EDUCATIONAL RESOURCES UNLIMITED

**Prior to our initial interview, please send us the following (we prefer it sent electronically) if they are available:**

- ✓ psychoeducational testing
- ✓ relevant mental health reports
- ✓ hospital records
- ✓ school report cards for the last two years
- ✓ IEP/504 plan
- ✓ a photograph of your child

After reviewing the files, we will contact you to schedule an hour and a half consultation. The purpose of the consultation is to understand your needs and to decide on the most appropriate services. ***If, after the consultation, we agree to continue with school placement, all signed forms and applicable fees are due prior to beginning the placement process.***

If you have any questions, please contact our office at (914) 232-4000. Again, thank you for contacting Educational Resources Unlimited. As parents who have had to make difficult decisions regarding our own children's education, we are well aware of the trust you are putting in our firm.

We look forward to working with you.

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## CHILD & ADOLESCENT SERVICES AND FEES

### Initial Consultation

- Prior to the initial consultation, Educational Resources will review school reports, psychological evaluations and other relevant histories
- One and one half hour meeting to discuss the needs of the student and create a plan of action appropriate to individual child's needs
- At this time, Educational Resources and the family will discuss which level of subsequent service is most appropriate for the student

Fee: \$500 (due at time of consultation)

### Single School/Program Placement

- Discuss student with teachers, administrators, psychologists, counselors and other relevant professionals
- Observe student in present educational setting when possible
- Meet with student to understand his/her concerns and needs when possible
- Serve as advocate for student with educators, therapists, school districts, and family members
- Explore alternative educational and therapeutic options with student and family
- Discuss student with potential schools and/or programs
- Advise on school placement and facilitate transportation when appropriate
- Monitor student progress up to six months after placement

Fee: \$6,000\* (includes initial consultation)

### Dual Placement

- Place in short term treatment facility (e.g. wilderness program, hospital, rehabilitation program)
- Monitor student's progress weekly with therapist and other program staff
- Secondary placement in more traditional program or other specialized setting after completion of short-term treatment
- Monitor student progress up to six months after second program/school placement

Fee: \$8,000\* (includes initial consultation and single program placement)

\*If additional assistance or attendance at school meetings is requested, an hourly rate of \$200 will be charged.

**I have read and agreed to the above fees and services schedule. I understand that payment of fees is expected prior to the initiation of service. All fees are due promptly upon the issuance of a statement for services rendered. In the event collections efforts are required I agree to pay for all costs of the collection, including but not limited to reasonable attorneys fees. I understand that interest will accrue on any unpaid balance at the rate of 9%. I am aware that results cannot be guaranteed and that the designated fees are payable whether or not placement or other desired results are accomplished.**

Signature

Name (Print)

Date

*This fee does not include transportation expenses that may be incurred for travel to meet client (air, parking, hotel, car rental, etc) and a daily out of office rate of \$800*

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## RELEASE OF INFORMATION

I/We hereby give Educational Resources Unlimited permission to discuss and receive all educational and medical evaluations including materials from mental health professionals as well as any other information that might be helpful in the school placement process for my/our child, \_\_\_\_\_.

I/We also give permission for the observation of our child in educational and therapeutic settings for the purpose of determining educational needs. It is understood that this information and observations will be used only in the process of determining current and future academic planning for my/our child and will remain confidential.

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Signature	Date	Print Name
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Signature	Date	Print Name
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I/We authorize Educational Resources Unlimited to release reports and evaluations regarding my/our child, \_\_\_\_\_ to schools and programs for the purpose of determining appropriateness and availability of placement.

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Signature	Date	Print Name
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Signature	Date	Print Name
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This authorization shall remain in effect for one year from the above date. A photocopy of this statement of authorization shall be considered as valid as the original.

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## **CONSULTANT and CLIENT RESPONSIBILITIES AGREEMENT**

This agreement is effective as of \_\_\_\_\_ between Educational Resources Unlimited and the named responsible parties for services rendered for the benefit of \_\_\_\_\_ (student).

### **Consultant Responsibilities:**

- Meet with student and family to determine needs
- Review and assess student's academic and psychological record
- Speak with professionals including teachers, administrators, therapists, psychiatrists, counselors, speech language and other therapists
- Observe student in present educational setting if possible
- Assess need for additional testing
- Provide school/program options
- Guide responsible party through application process
- Communicate regularly with responsible party and school/program to monitor student's progress
- Facilitate transition between programs/schools

### **Client Responsibilities:**

- Disclose student's academic and psychological evaluations and history, report cards, standardized test results, and any disciplinary actions including arrests or other dealings with law enforcement authorities
- Schedule and make school visits
- Communicate with current school teachers and administrators regarding Educational Resources Unlimited inquiries
- Complete and mail applications
- Monitor status of applications
- Notify of enrollment intentions
- Fully participate in school or program's family curriculum
- Notify program to release student information to Educational Resources Unlimited

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Signature

Date

Print Name

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Signature

Date

Print Name