



BEHAVIORAL HEALTH NEW PATIENT INTAKE

Patient Name: _____

DOB: _____

Please take a few minutes to fill out this medical intake to facilitate your appointment today

Were you referred to our office? Yes | No If yes, by who? _____

Past Psychiatric History

Outpatient Treatment? Yes | No

If yes please describe:

<u>When</u>	<u>By Whom?</u>	<u>Nature of Treatment</u>

Psychiatric Hospitalization? Yes | No

If yes please describe:

<u>When</u>	<u>Where?</u>	<u>Reason</u>

Past Psychiatric Medications? Yes | No

If yes please describe:

<u>Name of Medication</u>	<u>Dose</u>	<u>How often do you take it?</u>	<u>What is it for?</u>	<u>Who prescribes it?</u>

Are you currently seeing a Mental Health Provider? Yes | No

Provider Name: _____

Diagnosis: _____

What brings you to counseling at this time? Is there something specific, such as a particular event?

Be as detailed as you can. : _____

Are you having any thoughts of hurting yourself? Yes | No



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Symptoms Checklist:

	Y	N		Y	N
Depressed Mood			Change In Appetite		
Racing Thoughts			Excessive Energy		
Excessive Worry			Excessive Guilt		
Unable to Enjoy Activities			Increased Irritability		
Impulsivity			Fatigue		
Anxiety Attacks			Crying Spells		
Sleep Patter Disturbance			Decreased Libido		
Increase Risky Behavior					
Avoidance					
Loss of Interest					
Increased Libido					
Hallucinations					
Concentration / Forgetfulness					
Decrease Need for Sleep					
Suspiciousness					

Have you been treated for depression, anxiety, bipolar illness, or ADD? Yes | No

Do you have any history of substance abuse such as alcohol marijuana, cocaine, methamphetamine, heroin, pain medications, or other? Yes | No

Do you use Illicit Substances? Yes | No

Do you have gambling problems? Yes | No

Have you ever been to a substance abuse treatment program, either inpatient or outpatient? Yes | No

Have you ever been arrested for DWI, public Intoxication, or possession of controlled substance? Yes | No

Do you have a family history of substance abuse or psychiatric illness? Yes | No

Have you ever had an adverse reaction to opioid pain medication including overdose, tolerance, or withdrawal? Yes | No

Preferred Pharmacy: Advanced Rx Other: _____

****Advanced Rx pick up or mail next day available (Shipping and Handling included).****

Patient Signature: _____ Employee's Initials: _____ Provider's Initials: _____



INFORMATION, CONSENT AND AGREEMENT FOR TELE-THERAPY SERVICES

Name: _____

Date of Birth: _____

TELE-THERAPY EXPECTATIONS:

I understand that, in general, the goal of counseling is to help me learn to cope independently with my chronic pain and the demands of life and that, depending on the needs of the individual, the length of counseling varies. I am aware certain effects are possible when engaging in the counseling process—such as increased stress, emotional discomfort and the disruption of current interpersonal and family relationships. I have the right to terminate counseling at any time for any reason, and understand that referrals to other providers will be provided by the therapist upon request. **It is strongly recommended that any decision to terminate counseling or to switch to another provider be discussed with the therapist.** I hereby consent to engage in tele-therapy services. I understand that tele-therapy includes consultation, treatment, transfer of medical data, emails, telephone conversations and education using interactive audio, video, or data communications. I understand that tele-therapy also involves the communication of my medical/mental information, both orally and visually. I understand that I have the following rights with respect to tele-therapy: The laws that protect the confidentiality of my medical information also tele-therapy, including, but not limited to, the possibility, that the transmission of my information could be disrupted or distorted by technical failures; the transmission of my information could be interrupted by unauthorized persons; and/or the electronic storage of my medical information could be accessed by unauthorized persons despite using software that is hipaa compliant. In addition, I understand that teletherapy based services and care may not be as complete as face- to-face services.

THERAPEUTIC RELATIONSHIP:

The relationship between therapist and client is the container through which client change can take place. As such, it is often one in which close emotional bonds develop. It is also a professional relationship, in which appropriate boundaries must be maintained. For the most part, the therapeutic relationship begins and ends at the therapy office. Although this is sometimes difficult to understand, it is a necessary requirement for maintenance of the therapeutic environment. As such, your therapist cannot be expected to be involved in a social relationship or friendship of any kind that exists outside of the therapy room.

THERAPIST ORIENTATION AND CREDENTIALS:

There are many different approaches to the therapeutic process. Your therapist will work with you to provide you with the most appropriate interventions for your particular issue(s) and goals. Our therapists use a variety of therapeutic modalities, including but not excluding, EMDR, hypnosis, ACT, and CBT. Please discuss any concerns you have regarding your treatment with your therapist at any time during the process. All of the therapists go through a rigorous screening process. We are committed to selecting the most qualified therapists.

CLIENT RESPONSIBILITY:

I understand that my counseling session is reserved exclusively for me, and this Agreement represents a commitment on my part to take an active role in my therapy. Therefore, I agree to the following:

- **Appointments**
 - Each therapy session will be **20-60** minutes in length. Different appointment types will be discussed with you.
- **Fee/Payment**
 - Payment is due at the time of service
 - If payment cannot be made for the current appointment, arrangements must be made for payment to occur by the end of the following appointment.
 - If payment for the current appointment is not made by the end of the day of the following appointment, sessions may be suspended until payment is made.
 - If more than one session has been without, termination or suspension of services may result.



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- **Punctuality**
 - I will arrive promptly at the scheduled time.
 - In the event I know I will be late for an appointment, I will notify APC's Behavioral Health Services.
 - If I am late for an appointment, I agree that the session will end at the regularly scheduled time.
 - If the therapist is late, I will be provided the full session.
- **Missed Appointments**
 - If I am unable to keep a schedule appointment, I will notify APC's Behavioral Health Services **24 hours** in advance (512.244.4272)

CONFIDENTIALITY: APC is a multidisciplinary practice. BH providers have full access to your medical records, and the medical staff has full access to the BH records. The therapist will follow all applicable laws, rules, regulations, guidelines and codes of ethics and conduct concerning your privacy relating to the therapist and the client/therapist relationship in connection with counseling sessions and records. You should be aware, however, that there are exceptions to your expectation of privacy with regard to the counseling sessions and records of those sessions with the therapist. Those exceptions include certain situations where the therapist may be obligated to disclose such information, including instances:

- Involving abuse or neglect of minors or risk to minors
- Involving abuse, neglect, or exploration of elderly or disabled persons
- Involving abuse, neglect, or illegal, unprofessional, or unethical conduct in an inpatient mental health facility, a chemical dependency treatment facility, or hospital providing comprehensive medical rehabilitation services
- Involving sexual exploration by mental health services provider or clergy person
- Involving abuse or neglect in nursing facility
- When the client presents a danger to self or others
- Involving certain audits of APC Behavioral Health Services or its program
- Involving a therapist's or other mental health services provider's improper conduct

Worker's Compensation – If there is a worker compensation claim, your insurance has access to your records relating to your diagnosis and treatment of the work related injury.

There may be other situations when APC's Behavioral Health Services or therapist may disclose such information without a court order, subpoena or your consent. By signing below, you acknowledge that you understand that your expectation of privacy is limited and that client/therapist communications and therapist records may be disclosed to third parties. You also agree that information regarding billing may be shared with a third party (such as insurance billing administrators and bill collectors) and that your case may be discussed with a program supervisor or treatments team, including the referring and/or treating physician. Advanced Pain Care's Behavioral Health Services uses a team approach to therapy and information is shared among staff therapist and the supervisor as appropriate to ensure professional quality. However, confidentiality standards are observed by the entire APC's Behavioral Health Services staff.

AFTER HOURS PROCEDURES

If you need to contact your therapist outside of the therapy session, you may do so by leaving a message for him or her through the Advanced Pain Care main number at 512-244-4272 (Austin locations), 806-350-7918 (Amarillo locations), or 254-741-6641 (Waco/Killeen locations). IF YOU ARE IN A CRISIS, PLEASE CALL THE 24-HOUR HOTLINE AT 512.472.HELP or 911. We are not a crisis facility.



Name: _____

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GRIEVANCE PROCEDURE OR COMPLAINTS AGAINST A THERAPIST:

The therapist will provide services in a professional manner consistent with all applicable laws, rules, regulations, guidelines and codes of ethics and conduct concerning the therapist and the client/therapist relationship. Any dissatisfaction with services or other complaint should be discussed with the therapist or the therapist supervisor. If you do not believe, your complaint was handled in a satisfactory manner, please contact:

Texas State Board of Examiners of Professional Counselors
1100 West 49th Street
Austin, Texas 78756-3183
(512) 834-6658

Texas State Board of Social Worker Examiner
1100 West 49th Street
Austin, Texas 78756-3183
(512) 719-3521

The relationship between the therapist and the client is considered a professional one. The therapist's professional code of ethics prohibits any other relationship between the therapist and the client, including any non-counseling activity initiated by either the therapist or the client for the purpose of establishing a non-therapeutic relationship, such as social contact.

AGREEMENT:

By signing below, I acknowledge that I have read, understood and agree to everything in this Agreement, and authorize payment to APC's Behavioral Health Services. I also authorize APC's Behavioral Health Services to release any information necessary to process my insurance claims or other billing to their agents.

Client Signature

Date

Client Name

Date