



ASSESSMENT AND TREATMENT INFORMATION DISCLOSURE STATEMENT

Assessment/therapy is a relationship that works because of clearly defined Rights and Responsibilities held by each person. Assessment involves the administration of standardized instruments/tests, clinical interviews, and a collaborative data gathering process. The results provide information about you or your child that may be commensurate with your own observations and worldview, or may be quite different than preconceptions. We will discuss the results in a feedback session so they are helpful to you in your life endeavors.

My Responsibilities to You as Your Clinician/Therapist

Confidentiality

With the exception of certain specific exceptions described below, you have the absolute right to the confidentiality of your therapy. I cannot and will not tell anyone else what you have told me, or even that you are in therapy with me without your prior written permission. Under the provisions of the Health Care Information Act of 1992, I may legally speak to another health care provider or a member of your family about you without your prior consent, but I will not do so unless the situation is an emergency. I will always act so as to protect your privacy even if you do release me in writing to share information about you. You may direct me to share information with whomever you chose, and you can change your mind and revoke that permission at any time.

You are also protected under the provisions of the Federal Health Insurance Portability and Accountability Act (HIPAA). This law insures the confidentiality of all electronic transmission of information about you. Whenever I transmit information about you electronically (for example, sending bills or faxing information), it will be done with special safeguards to insure confidentiality.

If you elect to communicate with me by email at some point in our work together, please be aware that email is not completely confidential. All emails are retained in the logs of

your or my internet service provider. While under normal circumstances no one looks at these logs, they are, in theory, available to be read by the system administrator(s) of the internet service provider. Any email I receive from you, and any responses that I send to you, will be printed out and kept in your treatment record.

The following are legal exceptions to your right to confidentiality. I would inform

you of any time when I think I will have to put these into effect.

1. If I have good reason to believe that you will harm another person, I must attempt to inform that person and warn them of your intentions. I must also contact the police and ask them to protect your intended victim.

2. If I have good reason to believe that you are abusing or neglecting a child or vulnerable adult, or if you give me information about someone else who is doing this, I must inform Child Protective Services within 48 hours and Adult Protective Services immediately.

3. If I believe that you are in imminent danger of harming yourself, I may legally break confidentiality and call the police or the county crisis team. I am not obligated to do this, and would explore all other options with you before I took this step. If at that point you were unwilling to take steps to guarantee your safety, I would call the crisis team.

Record-keeping.

I keep very brief records, noting only that you have been here, what interventions

happened in session, and the topics we discussed.

I maintain your records in a secure location that cannot be accessed by anyone else.

Diagnosis

If a third party such as an insurance company is paying for part of your bill, I am

normally required to give a diagnosis to that third party in order to be paid.

Diagnoses are

technical terms that describe the nature of your problems and something about whether

they are short-term or long-term problems. If I do use a diagnosis, I will discuss it with you. All of the diagnoses come from a book titled the **DSM-IV**; I have a copy in my office and will be glad to let you borrow it and learn more about what it says about your diagnosis.

My Training and Approach to Therapy

I have a Ph. D. in Clinical Psychology from an APA-accredited program (The Catholic University of America) and am a licensed psychologist in the District of Columbia, Virginia, and Maryland.

My areas of special training, experience, and expertise include psychological, psycho-educational, psychodiagnostic, and neuropsychological testing; mindfulness and relaxation techniques; psychodynamic and interpersonal therapy; cognitive behavioral therapy (CBT), and skills training from a dialectical behavior therapy approach (DBT).

If another health care person is working with you, I will need a release of information from you, so that I can communicate freely with that person about your care.

Therapy and Assessment also have potential emotional risks. Approaching feelings or thoughts that you have tried not to think about for a long time may be painful. Learning information about your cognitive, emotional, and behavioral functioning through the assessment process can be helpful and, at times, overwhelming. Making changes in your beliefs or behaviors can be scary, and sometimes disruptive to the relationships and daily routines you already have. You may find your relationship with me to be a source of strong feelings, some of them painful at times. It is important that you consider carefully whether these risks are worth the benefits to you of changing. Most people who take these risks find that therapy and assessment are helpful.

You normally will be the one who decides therapy will end, with three exceptions:

If you do violence to, threaten, verbally or physically, or harass myself, the office, or my family, I reserve the right to terminate you unilaterally and immediately from treatment. If I terminate you from therapy, I will offer you referrals to other sources of care, but cannot guarantee that they will accept you for therapy.

I am away from the office several times in the year for extended periods, or to attend professional meetings. If I am not taking and responding to phone messages during

those times I will have someone cover my practice. I will tell you well in advance of any anticipated lengthy absences, and give you the name and phone number of the therapist who will be covering my practice during my absence.

I am available for brief between session phone calls during normal business hours. If you are experiencing an emergency when I am out of town, or outside of my regular office hours, and you believe that you cannot keep yourself safe, please call 911, or go to the nearest hospital emergency room for assistance.

I will not communicate with you on social media, and will not accept friend requests or messages sent to me by you or your family members on FaceBook, LinkedIn, Instagram, or other formats.

Payment

I do not participate in or accept direct insurance for any services rendered. Fee for service is required per session. Testing requires a deposit of fifty percent or more on the first day of assessment, as I block/schedule large portions of my work week for these services. You agree to be fully responsible for these payments due. I will provide you with insurance and diagnostic codes that you may submit on your own to your insurance company if you so desire.

Your Responsibilities as a Therapy Client

You are responsible for coming to your session on time and at the time we have scheduled. Sessions last for 45-90 minutes for therapy, and up to several hours for assessment. If you are late, we will end on time and not run over into the next person's session. If you miss a session without canceling, or cancel with less than twenty-four hours notice, you must pay for that session at our next regularly scheduled meeting.

The only exception to this rule is if you would endanger yourself by attempting to come (for instance, driving on icy roads without proper tires), or if you or someone whose caregiver you are has fallen ill suddenly.

You are responsible for paying for your session weekly/monthly unless we have made other arrangements in advance. Please see my fee schedule for the current billing information. Emergency phone calls of less than ten minutes are normally free.

Other Rights

You have the right to ask questions about anything that happens in therapy/assessment. Standardized test protocols do not allow me to give you the answers or information about most assessment instruments, but we can discuss the testing in a general fashion when it has been completed.

In therapy, you can feel free to ask me to try something that you think will be helpful. You can ask me about my training for working with your concerns, and can request that I refer you to someone else if you decide I'm not the right therapist for you. You are free to leave therapy at any time.

If you're unhappy with what's happening in therapy/assessment, I hope you'll talk about it with me so that I can respond to your concerns. I will take such criticism seriously, and with care and respect.

Signature – Client or parent

Date _____