

CONSENT TO DAWSON PSYCHOLOGICAL ASSOCIATES OFFICE POLICIES

Welcome to Dawson Psychological Associates (DPA). As you begin participating in psychological treatment and/or evaluation, you need to be aware of the following important information. Please read this carefully, and discuss any questions you may have with your psychologist. All professional services are provided with the understanding that you agree to be treated under the provisions of this document.

IF YOU ARE NOT ABLE TO REACH US IN THE EVENT OF A LIFE-THREATENING EMERGENCY, GO TO THE EMERGENCY ROOM OR CALL 911.

Individual psychotherapy sessions last 45-60 minutes unless the patient arrives late, in which case only the remaining portion of the scheduled session will take place. The psychologist will usually not wait longer than 30 minutes, since the remaining time would not be sufficient to conduct much work. Partial sessions due to patient tardiness are charged the full fee for the session (see current fee schedule, attached).

Payment/co-payment is due at the time services are received, unless you have made a prior arrangement with your doctor. Cancellation of sessions must be done at least 24 hours in advance. You will be billed a partial fee for sessions not cancelled 24 hours in advance.

If both partners in the relationship are in individual treatment, both therapists and the couple may sometimes meet for couples therapy, if indicated and desired. In some family situations, one psychologist is assigned to the parents, and one to the child. In sessions with two psychologists present, the fee is adjusted accordingly. As with individual sessions, partial sessions due to patient tardiness under these arrangements are charged the full fee, and missed appointments that are not canceled at least 24 hours in advance are charged a partial fee.

Your insurance company will not pay for missed sessions, the charge for which will be an out-of-pocket expense for you.

The psychologist(s) do not agree to testify in legal proceedings about any aspect of therapy or evaluation unless there is a prior written arrangement to do so. If you are anticipating litigation, you should discuss your situation with the psychologist before receiving services. There are separate policies for forensic (legal) cases involving expert testimony.

In almost all situations, your psychologist will hold in strict confidence any information you reveal as part of your treatment. Confidentiality is an ethical principle that psychologists are bound to maintain unless legally forced to do otherwise. Generally, the law protects confidentiality by defining a doctor/patient privilege against discovery in the course of the legal process. However, there are a few exceptions. Although they may never apply to your situation, you are entitled to know about them. The privilege may not be claimed when child abuse, elder abuse, or the abuse of disabled or incompetent individuals is known or reasonably suspected. Such abuse must be reported to the state protective services agency for investigation. Under certain conditions, psychologists and psychiatrists also have a duty to protect clearly identified potential victims when an immediate threat of physical violence has been made against them. In such cases, the victim must be warned and the appropriate

law enforcement authorities notified. Privilege cannot be claimed when a person's mental or emotional condition is at issue in a legal proceeding. For additional information, please refer to the copy of the "Privacy Notice" provided to you.

If you sign managed care or other insurance forms, you should be aware that this is a waiver of confidentiality and privilege regarding disclosure of therapy and evaluation information to those companies. Third-party payers sometimes require detailed assessment and progress reports, and the only way to avoid this is to pay fees yourself. If you use an insurance company, you agree to personally pay for any services or fees not covered under the policy or for any claims denied by the insurance company, unless DPA has failed to submit timely and accurate claims or is otherwise negligent.

In order to serve you better, your psychologist may sometimes consult with professional colleagues who have special expertise about a subject raised in the course of your evaluation or treatment. These consultants are also subject to ethical codes that include the principle of confidentiality.

For adults, records of psychological evaluation and therapy are kept seven years after the date of the last professional service contact. For minor children, they are kept until the age of 21. After the appropriate time period, records may be destroyed. Copies of records that are provided at your request will be charged a copy fee in accordance with Louisiana law.

In certain cases, if you are to undergo formal psychological evaluation, the fee will be disclosed to you and must be paid in advance of the first session, unless pre-payment is waived by the psychologist in writing or the psychologist is to be compensated by your insurance company. Since those formal evaluations are complicated, you should know that it may take a few weeks before results are ready. This is especially true if there are several tests to be scored and interpreted, or if the psychologist is waiting for reports from previous evaluations. In some cases, such as those in which a psychological evaluation has been ordered by an agency with whom you are involved, you are not entitled to receive copies of the psychological tests themselves, or copies of the uninterpreted results of the tests, except through the legal process in accordance with law.

I HAVE READ AND UNDERSTOOD THE ABOVE, AND CONSENT TO RECEIVE PSYCHOLOGICAL SERVICES IN ACCORDANCE WITH THESE PROVISIONS. I DECLARE THAT I HAVE BEEN PROVIDED A COPY OF THE PRIVACY NOTICE OF DAWSON PSYCHOLOGICAL ASSOCIATES. I UNDERSTAND THIS INFORMATION AND ACCEPT THE MANAGEMENT OF MY HEALTH CARE INFORMATION AS DESCRIBED IN THE PRIVACY NOTICE.

Signature

Date