

1. Client Informed Consent

Welcome to Bee Lyne Mental Health

Prior to your first appointment, if it is accessible to you please review the following important information regarding my service and practice. Please note if you have any questions after reading through the intake information so your questions can be discussed. Signing this form will represent an agreement between us and acknowledge that you feel adequately informed regarding the services and support you receive during your time in counseling.

Therapy Services

Psychotherapy is not easily described. What techniques are used, and activities are planned depends on the therapist, the patient and the specific problems you bring up in therapy. psychotherapy is not like a medical doctor where you have symptoms and are prescribed medication. Psychotherapy requires you to be present and very active in therapy on the part of both the client and the client's family. In order for your life to change the way you want it to you are going to have to try things we talk about both during our sessions and at home. Trying new things can be scary and uncomfortable.

Therapy can have benefits and risks. Since therapy often involves discussing difficult or traumatic events in our life or past, you may find yourself (or your child) experiencing intense emotions while in therapy. Therapy can often assist individuals to find solutions to problems, improve self-image, reduce negative feelings and improve relationship quality. There is no way of guaranteeing what you will experience in therapy. I love talking about different therapeutic interventions and educating people, so please ask any and all questions you have. I have many therapeutic techniques and skills I use during a session. If one thing does not work we will try another. If I feel like another therapist would be better suited to help you with a problem I will provide names of other therapist in the community and their specialty.

Assessment and Sessions

The first few session will be spent with an evaluation and assessment of you or your child's needs. My normal session is 50 minutes long. The frequency of visitation will be mutually agreed upon between you and me. It is normal for therapy session to be tapered down as you become more skilled in how you manage your emotions, thoughts and actions. My job is to help you not need me.

Please be on time to your session. I book clients for 50 minute blocks of time. If you are going to be late please text me that you are on your way. The building has a waiting room with chairs for you to wait in until your appointment. I will wait for 15 minutes after your scheduled time to consider you a no show and charge my no show fee.

Sometimes life gets in the way of and there are going to be times you are not going to be able to make an appointment. If you are not able to make three consecutive appointments we will have a conversation about your therapy needs to be tabled until the current crises is over.

Fee Notice, Cancellation Policy and Weather

All copays/deductibles/private pay fee will be assessed at the time of service. The client or client's parent or guardian has the option for the provider to run a card that is on file within their client' portal or their physical card. All fees that the client will be responsible for will be discussed before entering a therapeutic relationship.

My rate is \$150 per 50 minute session

Miscellaneous fees:

- If a client is needing a report or any kind - there will be a minimum \$25. fee per report for the service.
- If the provider is asked/subpoenaed to attend court - there will be a \$300 per day fee to accommodate for needing to adjust the schedule for other clients.

Bee Lyne Mental Health is authorized by the client to bill the client's insurance with the information they have provided. The client is responsible for providing any changes to their insurance/benefits to their provider in a timely manner. The client will be responsible for session costs if they did not alert the provider to insurance changes causing session to not be approved by their insurance. Before sessions begin I will have Trisis Medical Billing run your insurance to find out your benefits for mental health services, your deductible, how much of your deductible has been met and your copay for sessions. This information will be provided to you before sessions begin.

Most deductibles run from January to January. You will be responsible for paying the amount that the insurance company and I have agreed that I will take for my service. For example if you have a insurance policy that pays me normally \$124 dollars for a 60 minute session and your deductible is \$500 then you would pay me \$124 per session for four full session and only \$4 dollars on the fifth session and the insurance would start paying the 124 for you.

Once an appointment is scheduled the client will be required to pay a cancellation fee of \$100 unless a text or call is made before 8am the day of the appointment. The client recognizes that Bee Lyne Mental Health will charge their credit card for these missed appointment. I recognize that things happen for both parties. People get sick, just take the time to let me know before 8am and I will do the same.

I want both of us to stay safe. If there is bad weather I will text that the office is closing. I do not want to be out on the road and I do not want you to be out in bad weather. We can have a conversation about telehealth, or knowing Oklahoma the snow and ice will be gone by a week.

Contacting Your Therapist & Office Hours

I am not often immediately available by telephone or text. While I have an office location I maintain office hours at this time by appointment only and I work from Sunday through Thursday. This is due to taking care of my elderly parents. When I am unavailable, your call will be answer by my voice mail. I monitor my phone after each session. I will make every effort to return your call within two business days with exception of weekends or holidays. If you are in a job which makes it difficult to reach you, please inform me of some times when you will be available. If you are unable to reach me and feel you can't wait for me to return your call, please contact your nearest emergency room to ask for the psychologist on call. If I will be unavailable for an extended time, I will provide you the name of a colleague to contact, if necessary.

Professional Records

The law and my professional requirement that therapist keep treatment records of each session. This information can be requested in writing and will be provided to the client either in full or in summary. This information can contain sensitive information and I strongly suggest patients review them with a mental health provider.

I utilize a "paperless" approach to record keeping. Your files will be stored on a HIPPA approved Health Records Service.

Information contained in email and text messages may be privileged and confidential. However, there is some risk that any information that ma be contained in such email or text message may be disclosed to, or intercepted by , unauthorized third parties. Please be aware that email and text communication can be intercepted in transmission

or misdirected. Your use of email or text to communicate information indicates that you acknowledge and accept the possible risks associated with such communication.

Minors

If you are under the age of eighteen be aware that the law provides your parents the right to examine your treatment records. I request for parents to not examine child or adolescent records, or request a summary without the minor's consent. Before giving parents any information, I will discuss the matter with the client, if possible, and do my best to handle any objections the client may have.

In the state of Oklahoma minors 14 years old and above are required to give their consent for service.

I agree-parent or client over the age of 18

I agree-minor client over the age of 14