Shelby Psychological Services Patient Registration Form

Name	TION			Birth Date	☐ Male	Social Securi	ly Number
					Female		
Street Address				City		State	Zip Code
School	10	Grade P	atient /Gr	ardian Employer		Work Phon	<u> </u>
School			Ducini 100	ardian Employer		()	
Responsible Party's Email	Address					Home Pho	ne
						()	
Primary Care Physician Na						Cell Phone	
How Did you Hear About U	Js? Internet ☐ Yellow	Panes	☐ Insu	rance Co.	Other		
INSURANCE INFOR		r ages		provide your		ird for office	to copy)
Primary Insurance				Policy Holder's	Name		
Policy Holder's Social Sec	urity #	Birth Date	9	Employer		Group n	umber
Policy Number			Patier	nt's Relationship to	Policy Holder	I	
Secondary Insurance			•	• • •			
Policy Holder's Name		Birth Date)	Employer		Group n	umber
Policy Number			Patier	t's Relationship to	Policy Holder		
, 6,00, 7,00				•	•		
Person Responsible for Bi	Il and address if differe	ent					
Your Signature							
Acknowledges:	A Acquiraction	f abovo i	nforma	tion and finan	cial recnons	ibility to na	y any balance and
Ackilowicuges.				ount collection		indinity to pay	y arry balance and
	A Notice of H	IPAA an				actices to p	rotect your
	health infor						
	Consent for Psychologic			or child to be e	evaluated ar	nd/or treated	d by Shelby
				apv-dog-in-tra	ining at SP	S - we unde	erstand it is our
	responsibili	ty to info	rm SPS	S staff if we do	not want to	interact wi	th the dog.
Authorizes:	▲ SPS to release				ocess my in	surance cla	aim and for
	insurance b				to SPS pro	videre only	in the event of
	an interoffic			ili illioittialion	to or o pro	viders <u>ority</u>	in the event of
	▲ Consent to	release i	request	ed informatior	to the refe	rring physic	ian/source
	Consent to supervising			tion for insura	nce purpose	es, when re	quired, with
I have read, under	rstand and ackno	wledge/a	authoriz	ze the above.			
Printed Name of	Patient/Guardian						
Signature of Patie	ent/Guardian			-	Date		

Shelby Psychological Services FINANCIAL AGREEMENT

Patient/Guardian/Responsible Party Name:	
Please remember that insurance is considered a method of reimb to the doctor and is not a substitute for payment. Some compani procedures, and others pay a percentage of the charge. Testing s reimbursed. It is your responsibility to pay any deductible amou balance not paid by your insurance.	ies pay fixed allowances for certain services are not always
IN ORDER TO CONTROL THE COST OF BILLINGS, IT IS REQUEST OF STATE VISITS BE PAID AT THE TIME OF THE VISIT. A CANCELED 24 HOURS PRIOR TO THE SCHEDULED TIME REGULAR RATE. Automated reminder calls are sent out as a coursometimes malfunction and phone numbers change etc. YOU ARE KEEP YOUR APPOINTMENTS OR CANCEL ON A TIMELY system does not work. Please initial	PPOINTMENTS NOT WILL BE CHARGED AT THE rtesy. However, computers do STILL RESPONSIBLE TO
If a provider receives a subpoena with an order to appear for court pr the client/guardian's responsibility to reimburse the provider for their time, travel time and actual time at court at the cost of \$200/hour. A the time of the requestPlease initial	r time. This includes preparation
If this account is assigned to an attorney for collection and/or suit, I a fee and cost of collection. To the extent necessary to determine liabil reimbursement, I authorize disclosure of portions of the patient's receivenefits, to include any major medical benefits to which I am entitled private insurance and/or other health plans to Shelby Psychological S	lity for payment and to obtain ord. I hereby assign all medical i, including Medicare, Medicaid,
The assignment will remain in effect until revoked by me in writing. to be considered as valid as an original. I understand that I am finance whether or not paid by said insurance. I hereby authorize said assignments as secure the payment.	cially responsible for all charges
Patient/Responsible Party Signature	Date

Emily Tucker Counseling Services with

Shelby Psychological Services (SPS)

205-664-4010

www.birmingham-counseling.com emilytuckerlpc@gmail.com

CONSENT FOR COUNSELING/THERAPY

Welcome! It is important to me to co-create a counseling relationship that helps you make the changes you want and need to make in your life. The information provided below is to help you better understand the expectations of the counseling relationship. As well as assisting you by providing the information to allow a comprehensive informed consent between you and your counselor. This allows you to make an informed choice to engage in counseling with a counselor at Emily Tucker Counseling Services.

Counseling:

By its very nature counseling calls for change. If you don't change, you simply keep creating what you already have. When people come to counseling, some come because they are ready to improve some area of their life or relationship. They desire to work with a knowledgeable, trusted, and objective professional to assist them in exploring the issues and options for change. Other people start counseling because something has happened in their life that has forced them to make changes in some way. They may want help finding their way through the challenges. Others need to grieve what was lost. Some want to re-evaluate their lives and look at alternative goals and directions. Some people come to counseling because they are dragged or pushed by someone else to do so. No matter what your reason for coming to counseling I want to assist you in making the best use of the time.

My goal is to assist you in the ways that you want and not to make you dependent on therapy. The goal is to help you develop ways that will empower you to make the changes you want now and in the future. Counseling is not giving you the answers, although I may have information that is useful for you. Counseling helps you find within yourself, the choices, behaviors, directions that have integrity for you and then exploring steps and tools to help you achieve them. No therapist can do YOUR part of the work. It is important for you to take responsibility for doing your own work. There can never be any guarantee in counseling for a specific result. I am committed to doing my part, but to be successful, you have to try out new coping skills/behaviors etc . It will require conscious, consistent effort on your part, changing comfortable habits and patterns of protecting *yourself*. That is not always easy, comfortable or 'natural'. You may take 2 steps forward and one back. You may experience discomfort, anxiety, emotional pain, frustration, and embarrassment. You will need to make the commitment to continue even when things become uncomfortable.

Ending Therapy:

You are free to stop counseling at any time. If you or I believe that progress is not being made, either of us may talk about ending counseling and possible alternatives. I encourage you to let me know about your desire to end therapy (for any reason) so that we can summarize some of what has happened in your work with me, suggestions for the future, and then look at possible resources and alternatives for you, whether that involves working on your own, or with a different professional, model of therapy, group, etc.

Confidentiality:

What you talk about in counseling is confidential and under normal circumstances will not be revealed to anyone without your written consent. See our *Notice of Privacy Practices* for more information. However, by state law, there are certain exceptions that you should be aware of:

- 1) If you threaten to harm or kill yourself or another person, I am legally and ethically required to take action to protect the safety of the threatened person. Possible actions could include informing the intended victim, arranging for your hospitalization, notifying family or support system or alerting law enforcement.
- 2) If I know or suspect abuse or neglect of a child, an elder person, or a disabled person; I am required to report my concerns to the Department of Human Resources (DHR).
- 3) If I am ordered by a court order to testify or share records, I must do so. (This is different from a subpoena from an attorney requesting your records or information. I reply that I cannot comply without consent or a court order.)
- 4) If you name me in a lawsuit, the law states that I can, and sometimes am obligated to reveal information that would otherwise be confidential.

If you have read & understood this section, Sign below		
Client (age 14 & above)	Date	
Guardian (if patient is under age 18) or Partner (if couples counseling)	Date	
	 Date	

[I also expect you to keep confidential what your spouse, partner, guardian, family members etc. attending counseling with you reveals during our sessions, unless you have their specific consent to share it. Continued sharing of information revealed in counseling by a partner/family member without their consent can lead to termination of therapy.]

Emily Tucker Counseling Services

Other Legal Proceedings:

Your work with me is not intended for use in any legal proceedings that you may be involved in with others, or with your spouse or partner.

You agree through this consent to not subpoena any counselor at Emily Tucker Counseling Services to testify against or for either party or to provide records in court actions (these include divorces and child custody proceedings).

Emergencies/Crisis/Availability:

When you have difficulty, try using tools and information you have learned. If you need immediate help in a crisis or emergency situation after hours, weekends or when you cannot reach me soon enough during regular work hours and feel in crisis contact:

- 9-1-1
- The Crisis Center help line: (205) 323-7777
- TeenLink: (205) 328-LINK(5465)
- Senior HelpLine: (205) 328-8255
- The National Suicide Prevention Lifeline: (800) 273-TALK(8255)
- 2-1-1 to help gain assistance with resources in your area

I do not always check telephone messages after hours and I do not have an answering service. Please use the above numbers if you have an emergency. The quickest way to reach me is usually through e-mail emilytuckerlpc@gmail.com or by leaving a message on the office line (205) 664-4010. If you think you are in crisis please use one of the above numbers do not wait for me to return a phone call or email. Please obtain help at the time. Occasionally an e-mail does not come through, so if you do not hear from me within 1-2 working days, please re-send. If I am returning calls during regular hours, it is usually between clients and therefore I need keep it short. I am happy to answer questions, but if you need to discuss something in depth, it is best to schedule an appointment or try e-mail. My e-mail is not encrypted. You need to take precautions to keep your own e-mail confidential. See *Notice of Privacy Practices* for further information.

If you have read & understood this section, Sign below		
Client (age 14 & above)	Date	
Guardian (if patient is under age 18) or Partner (if couples counseling)	Date	
Counselor		_

Emily Tucker Counseling Services

Appointments and Cancellations:

Appointment times begin at 9am Monday through Friday. Appointments are 45 minutes unless scheduled for a longer period. 60 min session are available and most insurance will cover these as well. If you are late, the session will not be extended and will end as scheduled. If you are more than 15 minutes late, without calling, the session may be cancelled. The Therapist is not required to wait in the office for you if you are more than 15 minutes late and have not called.

When you make an appointment, you are reserving the therapist's time, which means no one else is scheduled in that time period. Also, you prevent someone on the waiting list from being seen. Therefore, you need to cancel at a minimum of 24 hours' in advance to avoid being charged for the session). Otherwise, you will be billed full price for the session. If you no show/no call you will be charged the full session rate. Insurance will not pay for missed appointment, therefor if not cancelled in a timely manner you will be responsible for the payment. By signing this consent form you are agreeing to the cancellation policy as well as other policies identified in this document.

Payment and Insurance:

Payment is due at the time of your session and can be paid with valid check, credit card, or cash. Most insurance requires that you qualify by being given a diagnosis. I will only give you a diagnosis if you truly meet the criteria for a diagnosis. That diagnosis will become part of your insurance record. You are responsible for paying deductibles, copayments, and other charges that are not covered by your insurance provider.

Consent for Counseling:

I have read, understood, and agree to the terms of this consent. If you have any questions, please ask before you sign. By signing, I voluntarily agree to participate fully in counseling.

If you are coming to me for any type of relationship counseling, the signatures of both participants are required. If the identified client is a minor a guardian's signature is required.

If you have read & understood this section, Sign below

Client (age 14 & above)	Date
Guardian (if patient is under age 18) or Partner (if couples counseling)	Date
Counselor	

Notice of Privacy Practices

Client Name	
-------------	--

This notice describes how Medical/Mental Health Information about you may be used and disclosed and how you can get access to this information. Please review it carefully. Effective 01/01/2014. Emily Tucker Counseling Services will only release information in accordance with state and federal laws and the ethics of the counseling profession. The following describes policies related to the disclosure of client's healthcare information. Providing treatment services, collecting payment and conducting healthcare operations are necessary activities for quality of care. State and Federal Laws allow Emily Tucker Counseling Services to use and disclose health information for these purposes.

USES and DISCLOSURES

- Help manage the health care treatment you receive Example: A psychiatrist sends information about your diagnosis and treatment plan so additions or changes in your care can be provided.
- Payment Example: Verifying your insurance coverage or processing claims to collect fees
- *Healthcare operations* Example: Site review for compliance
- Other uses and disclosures without your consent Example: Mandated reporting to a suspected crime or abuse

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•	Right to request where	to contact or not	ify you	Number or email to use	::		
•	Home Work Cell Email Voice Mail Get a copy of your pape Correct your paper or el Request confidential cor Ask to limit the informat	YESYESYESYESYES er or electronic medical mmunication tion shared whom your inforcy notice	NONONONONO aedical record	Number or email to use	::		
•			cy rights have been viola	ted			
Services sending www.h Emily To health in your infor share writing.	a complain if you feel we so, LLC. You can file a contact a letter to 200 Independents.gov/ocr/privacy/hucker Counseling Respond formation 2. Let you know the complete of the	nplaint with the L dence Avenue, S. nipaa/complain nsibilities include: ow promptly if a duties and privacy than as described you may change	J.S. Department of Healt W., Washington, D.C. 20 ats/. I will not retaliate a 1. Required to maintain breach occurs that may y practices described in the different endess you inform	h and Human Services ()201, calling 1-877-696- gainst you for filing a co the privacy and security have compromised the this notice and give you Emily Tucker Counseling	Office for 6775, or 50 cmplaint. If y of your privacy or a copy of 19 service	Civil Rights visiting protected r security of it. 4. Not use, LLC in	se
Client S	ignature (age 14 & up)_			Date	/	J	
Guardia	n Signature			Date _	/		

Client Name: Date:	Date:				
History					
Presenting Issue that brings you to counseling:					
How long has then been an issue? How intense is the problem? (1=not intense; 10=very intense)					
List any Diagnosis (treated, resolved, re-occurring etc.)					
What goals would you like to achieve through counseling?					
Psychiatric History					
I have received treatment for:Substance AbuseMental Health IssuesBoth The treatment occurred at:					
Private Psychiatrist Hospital Private Counselor/Therapist					
Mental Health CenterOther					
Present Treatment:YesNo By Whom:					
Family History					
Parent's marital status (circle one): Single Married Separated Divorced Deceased					
Psychiatric History for you or someone in your family:					
Have you ever been hospitalized for a mental illness? Yes No If YES, please explain what happened and	l where				
Is there a history of substance abuse in the family? If yes please explain:					
Is there a history of abuse/domestic violence in the family? If yes please explain:					
Any significant medical history or trauma?					
Court, Legal or Social Service History					
Are you or your family involved with DHR, or have history with DHR or court custody issues?					
Judge: DHR Worker and Number:					
Do you have a current legal case pending?					
Attorney: Judge:					

Client Name:	Date:
Chent Name:	Date

CHECKLIST OF CONCERNS

(please check any relevant concerns that apply currently or within the past 3 months)

THOUGHTS/FEELINGS/MOOD Anger/frustration/hostility Anxiety, nervousness Attention, concentration, distractibility Confusion Depression Disliking others Emptiness Euphoria Excessive worry Failure Fatigue Fear Grieving (death, loss, divorce, etc) Guilt Hearing things other people don't Homicidal thoughts Intrusive thoughts Judgment problems Memory difficulties Negative thoughts Obsessive thoughts Oversensitivity to criticism Oversensitivity to rejection Panic attacks Perfectionism Sadness Seeing things other people don't Self-centeredness Self-esteem (low) Shyness Spiritual, religious, or moral issues Stress Sudden mood changes Suicidal thoughts Suspiciousness Temper problems	BEHAVIOR Aggression, violence Alcohol use Argumentative Avoidant Compulsive behavior/rituals Controlling Decreased/lack of sexual interest Dependency Destruction of property Drug use: prescription, over-the-counter, street Eating problems Financial problems, debt Gambling Hyperactivity Internet problems Irresponsibility Isolation Legal problems Letting others take advantage of you Lying Not able to relax Preoccupation with sex Procrastination Purging History of running away Self destruction/sabotaging Self-neglect Sexual dysfunction Smoking Stealing Threats Weight, gain/loss Withdrawal from others Loss of interest in what I	FAMILY & RELATIONSHIPS Affair Childhood issues (client's childhood) Divorce Friendships Housework/chores Interpersonal conflicts Parenting Problems with child(ren) Problems with spouse/partner Separation ABUSE Abuse of alcohol Abuse of drugs Physical abuse by another Physical abuse of another Sexual abuse of another Sexual abuse of another Sexual abuse of another Difficulty with coworkers Difficulty with supervisor Performance Tardiness Procrastination School problems
☐ Thoughts of hurting self or others	□Loss of interest in what I used to like □Sleep difficulty □Loss of appetite □Overeating	
Other Concerns	n	П
3		
7		

PROMIS-29 Profile v1.0

Please respond to each question or statement by marking one box per row.

	Physical Function	Without any difficulty	With a little difficulty	some difficulty	much difficulty	Unable to do
PFA11	Are you able to do chores such as vacuuming or yard work?	5	□ 4	3	2	1
PFA21 2	Are you able to go up and down stairs at a normal pace?	5	□ 4	3		1
PFA23 3	Are you able to go for a walk of at least 15 minutes?	5	4	3	2	1
PFA53	Are you able to run errands and shop?	5	4	3	2	<u>П</u>
	Anxiety In the past 7 days	Never	Rarely	Sometimes	Often	Always
EDANX01 5	I felt fearful	l I	2	3	4	5
EDANX40	I found it hard to focus on anything other than my anxiety	1	2	3	4	5
EDANX41 7	My worries overwhelmed me	1	2	3		5
EDAND(53 8	I felt uneasy	1	2	3	4	5
	<u>Depression</u> In the past 7 days	Never	Rarely	Sometimes	Often	Always
EDDEP04	I felt worthless	1	2	3	4	5
EDDEP06	I felt helpless	1	2	3	4	5
EDDEP29	I felt depressed	i	2	3	4	5
EDDEP41	I felt hopeless	ī	2	3	4	5
	Fatigue During the past 7 days	Not at all	A little bit	Somewhat	Quite a bit	Very much
HI7 13	I feel fatigued	1	2	3	4	5
A3 14	I have trouble starting things because I am tired		2	3	4	5
FATEXP41	In the past 7 days How run-down did you feel on average?		2	3	4	5

PROMIS-29 Profile v1.0

	<u>Fatigue</u> In the past 7 days	Not at all	A little bit	Somewhat	Quite a bit	Very much
FATEXP40	How fatigued were you on average?		2			
	Sleep Disturbance	••	-	_	· ·	
Slocp109	In the past 7 days My sleep quality was	Very poor	Poor	Fair	Good	Very good
17	In the past 7 days	3	4	3	2	1
Sicep116	•	Not at all	A little bit	Somewhat	Quite a bit	Very much
18	My sleep was refreshing	. 5	4	3	2	1
Sleep20 19	I had a problem with my sleep	<u> П</u>	2	3	4	5
Sloep44 20	I had difficulty falling asleep	<u> </u>		3		<u> </u>
	Satisfaction with Social Role			-		-
	In the past 7 days I am satisfied with how much work I can	Not at all	A little bit	Somewhat	Quite a bit	Very much
SRPSAT07	do (include work at home)	. 1	2	3	4	5
SRPSAT24 22	I am satisfied with my ability to work (include work at home)	1	2	3	4	5
SRPSAT47 23	I am satisfied with my ability to do regular personal and household responsibilities	1	2	3	4	5
SRPSAT49 24	I am satisfied with my ability to perform my daily routines			3	4	5
	Pain Interference In the past 7 days	Not at all	A little bit	Somewhat	Quite a bit	Very much
PAININ9 25	How much did pain interfere with your					
İ	day to day activities?	. I	2	3	4	5
PAININ22 26	How much did pain interfere with work around the home?	. I	2	3	4	5
PAININ31 27	How much did pain interfere with your ability to participate in social activities?	□ 1	2	3	4	5
PAININ34 28	How much did pain interfere with your household chores?		2	3	4	□ 5
	Pain Intensity					
 1	In the past 7 days					
oba107 29	How would you rate your pain on average?0 No pain	1 2	3 4	5 6 7	1	10 Worst imaginable pain
						

PATIENT HEALTH QUESTIONNAIRE-9 (PHQ-9)

Over the <u>last 2 weeks</u> , how by any of the following pro (Use "\subseteq" to indicate your an		Not at all	Several days	More than half the days	Nearly every day
Little interest or pleasure in doing things		0	1	2	3
2. Feeling down, depressed, or hopeless		0	1	2	3
3. Trouble falling or staying asleep, or sleeping too much		0	1	2	3
4. Feeling tired or having little energy		0	1	2	3
5. Poor appetite or overeating	ng	0	1	2	3
Feeling bad about yourse have let yourself or your face.	If — or that you are a failure or family down	0	1	2	3
7. Trouble concentrating on newspaper or watching te		0	1	2	3
noticed? Or the opposite	owly that other people could have — being so fidgety or restless ng around a lot more than usual	0	1	2	3
9. Thoughts that you would yourself in some way	be better off dead or of hurting	0	1	2	3
	FOR OFFICE COD	ING <u>0</u> +	•	· •	
				Total Score	:
	blems, how <u>difficult</u> have these at home, or get along with other		nade it for	you to do	your
Not difficult at all □	Somewhat difficult d	Very Extremely difficult □ □		•	

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