

DISCLOSURE STATEMENT & NOTICE OF PRIVACY PRACTICES
For Daniel Hartt MA, LPC, LMFT

12-16

All persons (17+) must read and initial each section and sign on the back if you plan to be present in therapy.

The Relationship, Process, and Risks/Benefits of Counseling

Thank you for taking the first step toward change. I am pleased to have the opportunity to work with you, and I hope that our relationship will be the kind of team process by which we can define the problem, explore goals, learn effective ways to cope with feelings, and move toward resolving the issues that brought you to counseling. If at any time, you feel that we are getting off target or you want to change or add new goals, please let me know. We generally will work in four stages:

- 1) **Exploration** - Initially, our focus is to define the problems and look at background and cause/effect issues.
- 2) **Goal Setting** - We will set goals for moving you from where you are to where you want to get, in a reasonable way.
- 3) **Working Stage** - We will work toward reaching the goals as efficiently and effectively as possible.
- 4) **Conclusion & Termination** - When it is apparent that the goals are on their way to being met, then we will start going longer in between sessions, in order to make sure that the progress will be sustainable after therapy. When the client(s) are satisfied that therapy is no longer needed then we will mutually terminate the therapeutic process.

X _____ *Initial here if you read and understand*

Rights Under the Privacy Standards of HIPAA

Confidentiality is crucial to good therapy. And, HIPAA Privacy Rules state that all professional therapist must comply with the following guidelines to protect confidentiality, except for: communication to qualified law/medical personnel if a client threatens serious mental/emotional/physical harm to self; if a client reports abusing an elderly, handicapped or disabled person, or a child/teen; if a psychological issue related to a child's therapy arises in a custody battle; if a client uses therapy to evade arrest for a crime; if a client discloses therapy information related to the client's condition as a part of a claim or defense regarding such; in a court-ordered examination; to a governmental agency or official legislative inquiry as required by law; to insurance personnel as necessary to obtain more sessions or for processing claims for psychotherapy services rendered; in a civil or criminal action as allowed by law or ordered by a judge; when proceedings are brought by a client against a therapist; and/or when a client waives confidentiality of therapy records in writing. Select information may be shared with secretarial staff as appropriately related to verify or maintaining benefits, scheduling, messages, or obtaining payment; and in a limited way to other therapist for the purpose of peer review. All staff (including the answering service) have been trained regarding the sensitive nature of keeping confidentiality - so please keep this in mind when asking questions that they might not be able to answer.

If you choose to use insurance, your insurance will require information such as a diagnosis, dates of service, fees, and in some cases might request general clinical information such as your treatment plans and prognosis. You will have to read your insurance information to find out if they can request your entire file. In such cases, I will make every effort to release only the minimal information required. By signing this disclosure, you agree that we can provide requested information to your insurance provider.

The client has the right to: request an explanation of the rationale of any treatment or intervention and/or refuse any treatment; to know the therapist's views and values regarding relevant life issues and/or general treatment paradigm; to end therapy or seek a referral at any time; to know the therapist credentials and experience; to request significant others to be present in therapy; to rescind authorization to release information; to know the length of sessions and/or treatment protocol for a particular problem; and to be informed of fees involved for therapy.

Because, there are so many rules and regulations concerning confidentiality and HIPAA, if you have further specific questions, we would encourage you to seek more information from either www.wikipedia.org/wiki/HIPAA, www.cms.hhs.gov/HIPAA_GenInfo/, your insurance provider, or our staff. (We also have a HIPAA notebook that you may look at).

X _____ *Initial here if you read and understand* **(Continue on Back)**