

OFFICE POLICY

Information about your appointment

Initial evaluations/assessments and full sessions are generally about 30 to 45 minutes in duration. Subsequent follow-up sessions range from 15 to 30 minutes in duration. Medication management sessions are about 15 minutes in duration. Based on a case to case basis. However, these sessions might require more time than expected. All paperwork and submission o co-pay has to be completed before the beginning of the session. Please arrive and report accordingly for ease of operation. Please respect time guidelines so next patient waiting is not affected.

Confidentiality

All information whatsoever exchanged between the provider and the patient is held strictly confidential per the Federal HIPPA Act in effect. Legal exceptions as follow exist:

1. The patient authorizes a "release of information" with signature on applicable format.
2. The patients' mental health and status become an issue in a lawsuit.
3. The patient presents and poses a physical danger to self and/or others.
4. child or elder abuse and/or neglect are suspected (Welfare Institution and/or penal Codes)

In the last two cases the provider is required by law to inform potential victims and legal authorities so that protective measures can be taken.

Release of Information

I authorize release of information to my family physician/primary care physician, other health care providers, institutions and federal sources for the purpose of diagnosis, treatment, consultation and professional community. I further authorize release of information for claims, certifications, case management, benefits administration and other purposes related to my health plan.

Signature.....

Date.....