



SunSet Community Counseling

Sandra L. Hammond, M.A., LPC ***Licensed Professional Counselor***

12760 Stroh Ranch Way
Suite #203
Parker, Colorado 80134

720-583-4217
303-564-5956

sandra@sunsetcommunitycounseling.com

www.sunsetcommunitycounseling.com

Telemental Health Informed Consent

This Telemental Health Informed Consent shall be signed in conjunction with Sandra Hammond's Professional Disclosure.

Training

Sandra Hammond completed additional specific training in Telemental Health therapies. This training included HIPAA compliance, assessing client's suitability, orienting clients, crisis planning, and best practices.

Highly Recommended

The Colorado Department of Regulatory Agencies recommends the initial session with client be in-person. Sandra agrees with this recommendation because it connects to best practices in building rapport. If an in-person initial session is not readily accessible, Sandra will collaborate an extended intake screening to assess a client's suitability for Telemental Health therapies.

Fundamental Differences between Telemental Health & In-person Therapies

Telemental Health therapies have been found to be beneficial for many clients therefore they have grown in popularity as another option for counseling, coaching and supportive services. There are some fundamental difference between in-person and Telemental Health therapies as well as inherent risks or the possibilities of unplanned interruptions.

- Risk to Confidentiality: Because the sessions take place outside Sandra's office, there is a potential for third-parties to overhear sessions if additional care is not taken to secure the client's environment. Sandra will provide services when she is at her office location therefore she will engage in due diligence to ensure the privacy and security of the client's information. It is important for the client to take secure measures and ensure protection of their own information as well. It is recommended to participate in Telemental Health therapies while in a room or secured area where other people are not present and cannot overhear the conversation.
 - **Telemental Health therapies should never be recorded.**



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- The only exceptions under which confidentiality may be broken are the same--as in-person session--include:
 - An indication that the client has the intent to do bodily harm to him/herself or to someone else. In that case, Sandra has the duty to alert officials and/or potential victims of the threat.
 - Alleged child abuse or neglect is required to be reported to authorities.
 - Alleged elderly abuse or neglect is required to be reported to authorities.
 - A court order, which requires information from the client(s) file.
 - **Please note: If client is involved in any litigation, Sandra's role is not to make recommendations to the court. Client agrees not to subpoena Sandra for testimony or for disclosure of treatment information.**
 - Sandra is mandated by Colorado law to report abuse or neglect disclosed under the conditions given above to an appropriate state agency. Client's record will be maintained by Sandra for seven years past the final session or attendance.
- Technology Issues: There are inherent risks in using technology as a medium for therapy. Here is a few examples, but this list is not all inclusive:
 - Potential for technology to fail during a session
 - Potential that the transmission of confidential information could be interrupted by unknown unauthorized parties
 - Potential for electronically stored information to be accessed by unknown unauthorized parties
- Crisis Management and Intervention: As a general rule, Sandra will not engage in therapy with clients who are in a crisis situation. Before engaging in Telemental Health therapies, Sandra will collaborate with the client to develop an emergency response plan to address potential crisis situations that may arise unexpectedly during the course of the Telemental Health work. Current emergency contacts and client's personal support contact will be obtained and kept in client's file.
 - **Emergencies, Safety Concerns or Crisis:**
 - **Colorado Crisis Services 1-844-493-8255 or text TALK to 38255**
 - **Metro Crisis Line 1-888-885-1222**
 - **In case of emergency, please call 911 or go to your nearest emergency room.**
- Effectiveness: Studies demonstrate Telemental Health therapies are as effective as in-person therapies. Telemental Health was slow to gain acceptance until technology advancements (ie. high speed internet, high quality video, low operational cost & third-party reimbursements) became broadly and readily available. As in all therapeutic environments, Sandra's orientation includes both a technique and intervention of presence and interactive witnessing. Her client-centered focus is based on the client-therapist relationship by promoting client's personal awareness in order for increase insight. Sandra's integrative approach is well-suited for the Telemental Health approach.



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- Electronic Communications: Sandra is a provider in the SonderMind network and will be using their platform for Telemental Health services. A copy of instructions will be available upon request.
 - Communications between sessions will be for administrative purposes only. Sandra will neither inform anyone that this client is receiving services, nor will she disclose the content of any session. Confidentiality of any information cannot be guaranteed if communicated by email or text. Caution will always be adhere to.
 - All communications will be returned on the same day or at SunSet's earliest convenience.

Payment and Cancellation Policies

The same Payment and Cancellation Policies are written in detail in Sandra Hammond's Professional Disclosure. This Telemental Health Informed Consent is a supplement to Sandra's Professional Disclosure and General Informed Consent. In order to proceed with Telemental Health services both informed consents need to be reviewed and signed.



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Financial Agreement & Authorization for Treatment

I authorize treatment of the person named below and agree to pay all fees for such treatment. I agree to pay all charges for me and members of my family shown by statement promptly. Charges shown by statements are agreed to be correct and reasonable unless protested in writing within 30 days of billing date. Accounts with no financial activity for 30 days may be sent to a professional collection agency, including potential court costs, attorney fees, and other collection costs.

I attest that I have read the preceding information, and it has also been provided verbally. I have seen Sandra L. Hammond's biography and I am aware of her degrees and credentials. I understand the conditions stated above. I further agree to receive counseling, coaching, and/or supporting services under these conditions and that I have received a copy of this information. I agree to ask for clarification as needed.

Print Client's Name

Client's Signature

Date

Print Client's Name

Client's Signature

Date

Phone # _____

- ❖ Client understands there are unknown risks in using credit card processing as payment for services. Clients agrees to accept the liability associated with using credit card processing.

Clinician's Signature:

Rate _____ Initials: All Parties _____

*In the state of Colorado, minors over the age of 12 years are entitled to the right of confidentiality. As the parent or legal guardian, you may receive information about your child if they are under age 15. If the youth being seen is 15 years or older then it is the child's right to release or withhold information regarding treatment. Client agrees to give permission for Sandra to use her discretion to when and what information is necessary to disclose in an effort to uphold the therapeutic ethical standard of confidentiality and maintain the relationship between the child and parent/guardian.



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