

# LAKWOOD COUNSELING and Career Center

|| 6607 18th Avenue South, Suite #101 Richfield, MN 55423 || lakewoodcounseling.com || (P) 612-798-7373 (F) 612-243-3615 ||

## Adolescent Intake Form

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Cell # : \_\_\_\_\_

*Please answer these questions as completely as possible. You can discuss any topic more fully when you meet your therapist. It is your choice whether or not you answer any specific question(s). The purpose of this form is to help your therapist understand you, your background, and your concerns. This will not be shared with anyone else parents. THIS IS FOR YOUR THERAPIST ONLY.*

**Please describe the issue or concern that brings you to therapy, including specific symptoms or problems you MOST want to address:**

**Check any of the following statements that are true for you. USE SPACE NEXT TO STATEMENT TO PROVIDE MORE INFORMATION, IF YOU WISH.**

- I've been told or think I have ADD/ADHD
- Others have expressed worry about my eating habits
- I get angry a lot
- I worry often
- I think about hurting or killing myself
- At times, my life or future seems hopeless
- I'm comfortable with my eating habits
- My parents think I sleep too much
- Thoughts seem to race in my head a lot
- I have a hard time concentrating when I need to
- My energy levels are lower than I'd like
- I get frustrated easily
- My mood seems to go up and down quickly and/or severely
- I avoid conflict
- I feel stressed a lot
- I feel successful about school
- I cry quite a lot
- I get angry and I don't know why
- I feel guilty about things often

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Check any of the following statements that are true for you. *USE SPACE NEXT TO STATEMENT TO PROVIDE MORE INFORMATION, IF YOU WISH.*

- I get sad for no reason
- I'm scared at home and/or school
- I get all of my homework done on time
- I'm bored with school
- I have trouble falling and/or staying asleep
- Myself or others have said they think I sleep too much
- I have good friends
- I feel supported by my family
- My parents do not like my friends
- I'm happy with my success in school
- I feel people in my family do not care about me
- My parents and I get along pretty well
- My siblings and I get along fine
- My friends have said that they worry about me
- My parents put too much pressure on me
- I worry about someone in my family
- There is a lot of conflict in my house
- My parents are too controlling
- I have trouble making or keeping friends
- I like myself
- I know what I am good at
- I feel my strengths outweigh my weaknesses
- I feel comfortable at my school
- I am comfortable with my looks
- My weight is an issue for me
- I wish I could change certain things about me or my life or family
- I am sexually active
- I have concerns about certain sexual things
- My parents and/or friends express worry about my sexual activity

(rev. 07.19.2014)

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**Check any of the following statements that are true for you. USE SPACE NEXT TO STATEMENT TO PROVIDE MORE INFORMATION, IF YOU WISH.**

- I am often very jealous of certain people and it bothers me / others
- I am NOT clear about my sexual orientation and/or gender (gay, straight, bisexual, transgender)
- I like being in committed relationships
- My culture, religion, and/or ethnicity is an issue for me
- I have experience with drugs and alcohol
- I currently use drugs and/or alcohol
- Others have expressed worry or concern about my use of drugs and/or alcohol
- I have been in trouble with the legal system before
- I am concerned about someone else's use of drugs and/or alcohol
- Sometimes I think I overuse the internet, videogames, etc.
- Sometimes I think I overuse pornography or I may have a pornography addiction
- My parents think I am addicted to screens/electronics

**Are you currently having any other *specific* problems at work, school, home? Please describe:**

**Chemical Health History** (Alcohol, Illegal Substances, Non-Prescribed Substances, Tobacco, other)

Substance	Age When 1 <sup>st</sup> Tried	Date of most recent Use	Frequency of Use in Last Six Months (how often)	Amount Used Typically

Have there been any negative consequences as a result of your chemical use? i.e., DUI's, arrests, charges, relationship difficulties, etc. If yes, please describe.

Previous chemical abuse treatments? Describe (where, when, comments):

**OVER →**

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My personal strengths:

My personal challenges/weaknesses:

Losses I have experienced (Who/What?... ..When?..... How/Why?.)

Something that I would change about my family:

What do you want to get out of therapy?

Would doing family therapy be helpful in addition to your individual therapy? How? What issues would YOU address in family therapy?

Is there anything else you want to share?:

THANK YOU

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## ***ADULT INTAKE FORM***

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Date: \_\_\_\_\_

Best phone # to contact you at: \_\_\_\_\_

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*Please answer these questions as completely as possible. You can discuss any topic more fully when you meet your therapist. It is your choice whether or not you answer any specific question(s). The purpose of this form is to help your therapist understand you, your background, and your concerns. THIS IS FOR YOUR THERAPIST ONLY.*

**Please describe the issue or concern that brings you to therapy, including specific symptoms or problems you MOST want to address:**

**Describe what you have already done to try and deal with your concerns.**

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Please complete by assigning a number to each problem listed, using the key below. Leave blank if you've never had the symptom. **Use space next to an issue to provide more information, if you wish.**

**Do you have any of the following symptoms regularly or severely enough to cause you concern?**

- |  |
|--|
| <p><b>1 - In the <i>past</i>, but not now</b></p> <p><b>2 - <i>Some of the time</i> (current)</b></p> <p><b>3 - <i>Most of the time</i> (current)</b></p> <p><b>4 - <i>All of the time</i></b></p> |
|--|

\_\_\_ ADD or ADHD concerns (even if undiagnosed)

\_\_\_ Adoption issues

\_\_\_ Alcohol or chemical abuse/dependency

\_\_\_ Anger issues

\_\_\_ Anorexia/bulimia/eating issues (binging, under/over-eating)

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- 1 - In the *past*, but not now**
- 2 - *Some* of the time (current)**
- 3 - *Most* of the time (current)**
- 4 - *All* of the time**

- \_\_\_ Attempting suicide
- \_\_\_ Avoidance of conflict
- \_\_\_ Bi-polar concerns
- \_\_\_ Body issues
- \_\_\_ Childcare/parenting
- \_\_\_ Child development/behavior problems
- \_\_\_ Cigarette addiction
- \_\_\_ Codependency
- \_\_\_ Communication problems
- \_\_\_ Compulsive/addictive behavior
- \_\_\_ Concern about another's alcohol or chemical use
- \_\_\_ Cyber/internet sex/pornography, computer gaming or online issues (i.e. over-use, compulsivity)
- \_\_\_ Depression
- \_\_\_ Dissociation
- \_\_\_ Divorce/separation
- \_\_\_ Elder parent issues
- \_\_\_ Fear/sense of not being safe
- \_\_\_ Feeling ashamed
- \_\_\_ Feeling guilty
- \_\_\_ Feeling sad
- \_\_\_ Feeling suicidal
- \_\_\_ Financial problems/concerns

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- 1 - In the *past*, but not now**
- 2 - *Some* of the time (current)**
- 3 - *Most* of the time (current)**
- 4 - *All* of the time**

- \_\_\_ Gender identity concerns
- \_\_\_ Isolation
- \_\_\_ Jealousy
- \_\_\_ Legal problems
- \_\_\_ Loneliness
- \_\_\_ Loss of concentration
- \_\_\_ Loss of energy
- \_\_\_ Loss/grief issues
- \_\_\_ Low self-esteem
- \_\_\_ Marital/couple conflict
- \_\_\_ Mood swings
- \_\_\_ Neglect
- \_\_\_ Occupational/job problems
- \_\_\_ Parent/child issues
- \_\_\_ Physical health issues
- \_\_\_ Physically/sexually abused as an adult
- \_\_\_ Physically/sexually abused as a child
- \_\_\_ School-related problems
- \_\_\_ Self-hate/self-loathing
- \_\_\_ Self-injury
- \_\_\_ Sexual identity/orientation
- \_\_\_ Sexual relationship issues

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- 1 - In the *past*, but not now
- 2 - *Some of the time* (current)
- 3 - *Most of the time* (current)
- 4 - *All of the time*

- \_\_\_ Sexuality concerns
- \_\_\_ Single parenting issues
- \_\_\_ Step-family issues
- \_\_\_ Verbal/emotional abuse
- \_\_\_ Other – *please elaborate:*

**Have your symptoms impacted your daily functioning or caused you any problems at school, work or home? Please describe:**

How would you describe your psychological/emotional health at the present time?

- \_\_\_ Poor \_\_\_ Fair \_\_\_ Average \_\_\_ Good \_\_\_ Excellent

Comments:

Please describe any current or past significant stressors in your life (school, work, relationships, financial, etc.)

Are you aware of any family history of alcoholism, addiction, depression, anxiety, bi-polar, schizophrenia, or other mental illness? \_\_\_ Yes \_\_\_ No If yes, please describe:



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## Chemical Health History (Alcohol, Illegal Substances, Non-Prescribed Substances, Tobacco, other)

Substance	Age When 1 <sup>st</sup> Tried	Date of most recent Use	Frequency of Use in Last Six Months (how often)	Amount Used Typically

Have there been any negative consequences as a result of your chemical use? i.e., DUI's, arrests, charges, relationship difficulties, etc. If yes, please describe.

Have others expressed concern about your alcohol or drug use? \_\_\_\_ Yes \_\_\_\_ No If yes, please describe:

Are you worried about the drug or alcohol use of a significant person in your life - i.e. spouse, parent, child, sibling? \_\_\_\_ Yes \_\_\_\_ No If yes, please describe your concern:

How do you identify your sexual orientation? \_\_\_\_\_

Are you: \_\_\_\_ Single \_\_\_\_ Married \_\_\_\_ Divorced \_\_\_\_ Widowed \_\_\_\_ In a significant relationship

Comments:

Describe any comments or concerns regarding your living situation:

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### Legal History:

Have you had any current or past problems with the legal system? Please describe:

Are you currently involved in any legal action/litigation? Please describe:

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Do the reasons you are seeking services at Lakewood have to do with legal issues? Please describe:

## Work/Education:

Occupation/Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Comments:

How satisfied are you with your occupation and why?: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

High School Attended: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

College/University: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

College/University: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

Degree(s) Earned and Major(s): \_\_\_\_\_

Interests/activities: Please describe interests or hobbies and how you spend time during a typical day.

Described your attributes that you consider to be strengths:

Described your attributes that you consider to be a source of weakness, frustration or concern (for you or others):

How would you describe your *physical* health at the present time?

\_\_\_ Poor \_\_\_ Fair \_\_\_ Average \_\_\_ Good \_\_\_ Excellent \_\_\_ Not sure

## Medical Information:

Name of Primary Physician: \_\_\_\_\_ Phone:# \_\_\_\_\_

Name of Clinic: \_\_\_\_\_

Date and Reason of Last Physical Exam \_\_\_\_\_

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## Current Medication(s)

Name	Dosage	Prescriber/Clinic	Date(s)

Do you take your medications regularly? If not, please explain, e.g., how often you miss doses:

## Previous Medication(s)

Name	Dosage	Prescriber/Clinic	Date(s)

## Previous Therapist(s)

Name/Clinic	Date(s)	Comment(s)

What HAS worked for you in therapy? Describe:

What has NOT worked for you in therapy? Describe:

Over →

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Previous Hospitalizations, Partial Hospitalizations, Day Treatments, CD Treatments, etc

Name/Clinic/Facility	Date(s)	Comment(s)

Have you experienced any significant illnesses, accidents or surgeries? Please describe:

Describe the physical fitness program you follow, if any:

## **Spiritual/Religious Belief System:**

Do you actively participate in a spiritual/faith community? \_\_\_\_ Yes \_\_\_\_ No

If yes, please identify/describe that community:

How important is your faith to you?

What kind of a support system do you have?

Is there anything more that you want to share?

# THANK YOU

Signature \_\_\_\_\_

Date \_\_\_\_\_

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## Making Informed Consent/Agreement to Treatment

Therapy provides you a time and place to feel better, improve yourself, your life, and your relationships. I aim to provide specific intervention techniques and strategies to help you with issues during out sessions and during your everyday life. I will respect you, your values, your story, and your imperfections. I will put your best interests above all else and I will always respect the fact that, at the end of the day, YOU get to make your own decisions about your life.

Psychotherapy has both benefits and risks. Risks sometimes include experiencing uncomfortable feelings such as sadness, guilt, anxiety, anger, frustration, loneliness and helplessness. Psychotherapy often requires discussing unpleasant aspects of your life. However, psychotherapy has been shown to have benefits for individuals and families who undertake it. Therapy often leads to a significant reduction in feelings of distress, increased satisfaction in interpersonal relationships, greater personal awareness and insight, increased skills for managing stress, and resolutions to specific problems. But, there are no guarantees about what will happen. **Psychotherapy requires a very active effort on your part. In order to be most successful, you will have to work on things that we discuss when you leave our sessions.**

Your first appointment will take approximately one hour. During this appointment, you can discuss your situation and concerns with me. After this initial appointment, a formal recommendation for treatment will be discussed. It is possible we will discuss referrals for other services that may be helpful in addition to or in place of therapy: e.g., psychological evaluation, psychiatric evaluation, chemical health evaluation/treatment, intensive outpatient program (IOP), hospitalization, etc.

### FINANCIAL RESPONSIBILITY

I prefer payment at time of service. I will bill your insurance; however, **please note: I am an out-of-network provider. It is your responsibility to understand your insurance coverage, deductible, out-of-pocket-max, etc.** If insurance covers a portion of your fee, you will be responsible for the remaining balance. Typically, your insurance company will reimburse you directly. You will be notified if I am reimbursed from your insurance provider and you will see this amount deducted from your overall balance.

### Business Services

- Most therapeutic sessions will be 50-60 minutes in length. Longer sessions may be advisable based on the need and therapeutic methods being used
- Clients are asked to pay for each session at the time of service if insurance is not being used
- For questions regarding scheduling, billing, and payment, please speak with your therapist
- Phone consultations with the therapist that exceed 20 minutes in length can be billed
- You are expected to be here for each session that you schedule. The regular fee will be charged for sessions that are missed or cancelled without 24 hour notice, within reason.

Insurance companies typically require a formal diagnosis with their claims. Diagnoses are technical terms that describe the nature of your problems and whether they are short-term or long-term problems. All diagnoses come from a book entitled *The Diagnostic and Statistical Manual of Mental Disorders, Fifth*

*Edition* (abbreviated as *DSM-5*) There is a copy in my office and I will be glad to let you see it to learn more about your diagnosis, if applicable/appropriate.

Clients are often unaware of the fact that, in order to submit therapy sessions to insurance, I am required to provide a clinical diagnosis for each session. You should be aware that a diagnosis can then follow a client in his/her health history. The client's insurance company can also have access to documents such as progress notes and assessments. Furthermore they can make decisions to extend or cut short the number of sessions based on perceived "compliance" with therapy. Finally, continued sessions are also based on the therapist's reports of enough progress to show the therapy is working, yet enough remaining problems to show that the therapy is still necessary.

### **CONFIDENTIAL INFORMATION**

Information you furnish to me is confidential according to the Minnesota Access to Health Records Statute. This means that only you and restricted, authorized personnel have access to information in your medical chart. No treatment information will be released to persons, schools, or agencies without your consent, except by court order. If you choose to give your permission, be sure that you understand what information will be released and how it will be used. You may revoke this permission in writing at any time. I will generally ask you to sign releases of information so I can ensure I am doing my due diligence in getting to know you. This may prompt me to communicate with your primary care physician, psychiatrist, a previous therapist or provider, hospitalization records, etc.

There are, however, several exceptions in which I am legally bound to take action even though that requires revealing some information about a client's treatment. If at all possible, I will make every attempt to inform you when these will have to be put into effect. The legal exceptions to confidentiality include, but are not limited, to the following:

1. If there is reason to believe you are threatening serious bodily harm to yourself or others. If I believe a client is threatening serious bodily harm to another, I may be required to take protective actions, which may include notifying the potential victim, notifying the police, or seeking appropriate hospitalization. If a client threatens harm to him/herself or another, I may be required to seek hospitalization for the client, or to contact family members or others who can provide protection.
2. If there is good reason to suspect, or evidence of, abuse and/or neglect toward children, the elderly or disabled persons. In such a situation, I am required by law to file a report with the appropriate state agency.
3. In response to a court order or where otherwise required by law
4. To the extent necessary for emergency medical care to be rendered.

\*In accordance with MN Statutes 144.294 RECORDS RELATING TO MENTAL HEALTH, a minor does have the right to refuse the release of their records to a parent/legal guardian. This refusal may or may not be granted, based what is deemed to be in the best interest of the client and/or family.

### **As a client, you have the right to:**

- Courteous and respectful treatment
- A safe and comfortable environment
- Appropriate behavioral healthcare
- A clear explanation of your diagnosis and treatment plan
- Privacy and confidentiality
- Participate in the planning of your care
- Refuse behavioral health treatment

- Be free from discrimination based on of race, gender, class, religion, sexual orientation, disability, or other aspects of what we look like or where we come from
- Register complaints
- Access to your records as provided by law/policy

**You are asked to:**

- Ask questions about your care
- Tell your therapist everything you can about your condition, including all symptoms, medications, and past medical history
- Pay your balance in a timely manner
- Keep appointments, or give at least 24 hour notice if you need to cancel or reschedule your appointment
- Let your therapist know about any changes in your symptoms, medications, or general condition
- Treat clinic property with care

**ENDING THERAPY**

You have the right to take a break from your therapy at any time without permission or agreement. Therapists are ethically required to continue therapeutic relationships with clients only so long as it is reasonably clear that patients are benefiting from the relationship.

If you are unhappy with what is happening in therapy, I hope you'll talk with me so that I can respond to your concerns. Your feedback will be taken seriously and with care and respect. You may also request that I refer you to another therapist and are free to end therapy at any time. You have the right to considerate, safe, and respectful care, without discrimination as to race, ethnicity, color, gender, sexual orientation, age, religion, national origin, or source of payment. You have the right to ask questions about any aspect of the therapy and about my specific training and experience. You have the right to expect that I will not have any type of relationship with my client(s), outside of therapy.

**CONTACTING ME**

I am often not immediately available by telephone. While I am usually in the office during normal business hours, I do not answer the phone when I am with a client. If you need to contact me between sessions, please leave a message for me at **612-798-7373 ext. 11**. I check my messages each day unless I am out of town. If I am planning on being out of town, I will let you know in advance, if this seems appropriate. For emergency situations, call 911 or Crisis Connection at 612-379-6363 {toll free at 1-866-379-6363} or go to your nearest emergency room.

My signature indicates that I have read, discussed, and understand this information.

**Client Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Legal Guard Signature (if client is minor)** \_\_\_\_\_ **Date** \_\_\_\_\_

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## Consent to Use/Disclose Healthcare Information for Treatment, Payment, or Healthcare Operations

*This notice describes how Psychological and Medical information about you may be used and disclosed. Please review it carefully.*

By signing this statement, I understand that as a part of my healthcare, Lakewood originates and maintains paper and/or electronic records describing my health history, symptoms, examinations, test results, diagnoses, treatment, and any plans for future care or treatment. This information serves as:

- A basis for planning my care and treatment
- A means of communication for the various health professionals who may contribute to my care
- A source of information for applying my diagnosis to my bill
- A means by which third-party payers can verify that services were actually provided
- A tool for routine healthcare operations such as assessing quality and reviewing the competence of healthcare professionals

I understand that as part of Lakewood's treatment, payment, or healthcare operations, it may become necessary to disclose my protected health information to another entity, *if* I consent to such disclosure for these permitted uses, including disclosures via fax.

I wish to have the following restrictions of the use or disclosure of my health information:

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(please list any descriptions – use separate page if necessary)

**I fully understand and accept the terms of this consent:**

---

Client/Parent/Legal Guardian Signature

---

Date

**I understand and have access to a *Notice of Information Practices* (located in the lobby) that provides a more complete description of all information uses and disclosures. I fully understand and accept the terms listed in that document, including my rights and privileges as a client of Lakewood Counseling.**

---

Client/Parent/Legal Guardian Signature

---

Date



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## ELECTRONIC COMMUNICATION POLICY

### E-Mail Communications

Please be aware that e-mail is *not* a confidential means of communication. I cannot ensure that e-mail messages will be received or responded to immediately. E-mail is not the appropriate way to communicate confidential information or emergency issues. If you e-mail me you are accepting the risks inherent to this form of communication.

Please do not use e-mail for lengthy and complicated medical questions that should properly be addressed via consultation. I will try to reply to your e-mail in a timely manner, however my responses may be delayed over weekends, holidays, or due to technical difficulties. Please be aware that your e-mail communication may become part of your medical record. Please note that e-mail systems may be insecure or unprotected, other members of your household or your employer may have access to your communication via e-mail, therefore it should not be considered private.

Please be sure to include your full name in all communication. All information contained in e-mail messages is intended solely for the addressee unless otherwise explicitly stated and may contain information that is confidential, privileged, or otherwise protected from disclosure under applicable law. If you are an unintended recipient of any e-mail message originating from myself, you are hereby notified that you have received this document in error and that any review, distribution, or copying of this transmission is strictly prohibited. If you have received an e-mail communication in error, please notify me immediately by calling me and leaving a voicemail and destroy all copies on your system.

### Text Communications

Text messaging is a very insecure and impersonal mode of communication. I use text communication only with your permission and only for setting and changing appointments unless we have made another agreement. Please do not text me about clinical matters. If you need to discuss a clinical matter with me, please call me so that we can discuss it over the phone or wait so that we can discuss it during your therapy session.

I have read the above information and understand the inherent risks involved if I decide to communicate electronically with my therapist.

Signature of patient \_\_\_\_\_

Date \_\_\_\_\_

Signature of parent/legal guardian (if necessary) \_\_\_\_\_

Date \_\_\_\_\_

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## Client Information Form

Date: \_\_\_\_\_

Therapist: **Paul Lehrer, LICSW, LMFT**

Client's Legal Name: \_\_\_\_\_ Client's DOB: \_\_\_\_\_

Client's Primary Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) \_\_\_\_\_  
*\*please, only provide #'s if we have permission to use\* \*list 2nd address on backside, if applicable\**

How did you hear about Lakewood Counseling?: \_\_\_\_\_

### **Billing Information:**

Responsible Person(s) (Guarantor): \_\_\_\_\_ Relationship to Client: \_\_\_\_\_

Guarantor's DOB: \_\_\_\_\_

Guarantor's Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) \_\_\_\_\_

**Insurance Information: *\*\*Only Provide If You Wish For Your Sessions To Be Submitted To Insurance\*\****

**\*Please note that Lakewood Counseling and Career Center is an "Out of Network Provider". We will electronically bill the insurance company that you provide. Any insurance payments or denials are ultimately your responsibility to track. Any questions on insurance coverage, eligibility or payments should be directed to your insurance.**

Name of Insurance Company: \_\_\_\_\_

Client/ Insured's ID #: \_\_\_\_\_ Group/Policy Number: \_\_\_\_\_

Mailing Address (on back of card): \_\_\_\_\_

Policyholder's Name: \_\_\_\_\_ Relationship to Client: \_\_\_\_\_

Policyholder's DOB: \_\_\_\_\_

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## Payment Agreement

Cancelled appointments require at least 24 hour notice. In the case of a cancellation without at least 24 hour notice, a missed appointment, or a late arrival, you will generally be charged for the appointment. Insurance companies will not pay for appointments that are cancelled or missed.

The agreed upon for fee for clinical services is as follows:

50 Minute Session: **\$185.00**

50 Minute Individual Clinical Supervision: **\$75**

50 Minute Group Supervision: **\$45**

Other: \_\_\_\_\_

\*\*\*A \$20.00 service charge will be added for returned checks. The clinic reserves the right to use a collection agency or conciliation court on accounts 60 days past due.

**PLEASE PROVIDE THE REQUESTED CREDIT CARD INFORMATION BELOW. THIS WILL BE USED IF YOU HAVE NOT DISCUSSED A REASONABLE PAYMENT PLAN WITH YOUR THERAPIST AND YOUR ACCOUNT BALANCE GOES UNPAID FOR MORE THAN 60 DAYS.**

Type of Credit Card \_\_\_\_\_ (Visa, MasterCard, American Express, Discover)

Name(s) on Card \_\_\_\_\_

Billing Address \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Card Security Code (CVV) \_\_\_\_\_ Expiration Date \_\_\_\_\_

**I understand and agree to the above conditions:**

\_\_\_\_\_  
**Signature - Client and/or Parent/Legal Guardian and/or Cardholder**

\_\_\_\_\_  
**Date**

# LAKWOOD COUNSELING and Career Center

|| 6607 18th Avenue South, Suite #101 Richfield, MN 55423 || lakewoodcounseling.com || (P) 612-798-7373 (F) 612-243-3615 ||

## AUTO CREDIT CARD PAYMENTS (***\*optional***)

I hereby authorize Lakewood Counseling & Career Center to use the following credit card information for payment of future sessions (after the session is completed). I understand that I will be charged for missed appointments if I do not give Lakewood Counseling & Career Center twenty four (24) hour notice, within reason.

**This method of payment is most helpful if insurance is not being used for therapy and/or if you have a large deductible that you need to reach before your insurance will reimburse you for therapy.**

\*USE THE SAME INFORMATION I PROVIDED ON 'PAYMENT AGREEMENT' FORM

Type of Credit Card \_\_\_\_\_ (Visa, MasterCard, American Express, Discover)

Name(s) on Card \_\_\_\_\_

Billing Address \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Card Security Code (CVV) \_\_\_\_\_ Expiration Date \_\_\_\_\_

**I understand and agree to the above conditions:**

\_\_\_\_\_  
**Cardholder's Signature**

\_\_\_\_\_  
**Date**

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## Parent Intake Form

Date: \_\_\_\_\_

Therapist: \_\_\_\_\_

Child/Adolescent's Name: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Main purpose for contacting Lakewood Counseling (please give a brief summary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(check one)  biological  step  foster  legal guardian  other \_\_\_\_\_

**Parent's Name:** \_\_\_\_\_ **Occupation:** \_\_\_\_\_

Address: \_\_\_\_\_ (H) \_\_\_\_\_

(C) \_\_\_\_\_ (W) \_\_\_\_\_ (e-mail) \_\_\_\_\_

(check one)  biological  step  foster  legal guardian  other \_\_\_\_\_

**Parent's Name:** \_\_\_\_\_ **Occupation:** \_\_\_\_\_

Address: \_\_\_\_\_ (H) \_\_\_\_\_

(C) \_\_\_\_\_ (W) \_\_\_\_\_ (e-mail) \_\_\_\_\_

(check one)  biological  step  foster  legal guardian  other \_\_\_\_\_

**Parent's Name:** \_\_\_\_\_ **Occupation:** \_\_\_\_\_

Address: \_\_\_\_\_ (H) \_\_\_\_\_

(C) \_\_\_\_\_ (W) \_\_\_\_\_ (e-mail) \_\_\_\_\_

(check one)  biological  step  foster  legal guardian  other \_\_\_\_\_

**Parent's Name:** \_\_\_\_\_ **Occupation:** \_\_\_\_\_

Address: \_\_\_\_\_ (H) \_\_\_\_\_

(C) \_\_\_\_\_ (W) \_\_\_\_\_ (e-mail) \_\_\_\_\_

Parent's relationship: Married \_\_\_\_\_ Divorced \_\_\_\_\_ Never Married \_\_\_\_\_ Committed Partners \_\_\_\_\_

State of Relationship \_\_\_\_\_

Who has physical custody? \_\_\_\_\_ Legal Custody? \_\_\_\_\_

Adolescent lives with which parents: Both equally: \_\_\_\_\_ Primarily with: \_\_\_\_\_

Explain:

\_\_\_\_\_  
\_\_\_\_\_

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**Siblings:**

(check one)

Name	Age	Biological	Adopted	Step	Foster	Lives With You?

If adopted, please note significant aspects of the adoption:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What birth family information was/is available?:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Medical Information**

Name of Child's Physician: \_\_\_\_\_ Phone:# \_\_\_\_\_

Name of Clinic: \_\_\_\_\_

Date and Reason of Last Physical Exam \_\_\_\_\_

**Current Medication(s)**

Name	Dosage	Prescriber/Clinic	Date(s)

\*\*If medication(s) not taken regularly/correctly, please explain:

**Previous Medication(s)**

Name	Dosage	Prescriber/Clinic	Date(s)

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## Previous Therapist(s)

Name/Clinic	Date(s)	Comment(s)

## Previous Hospitalizations, Partial Hospitalizations, Day Treatments, CD Treatments, etc

Name/Clinic/Facility	Date(s)	Comment(s)

Current medical problem(s):

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Any childhood/developmental concerns:

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What things are important to address with your child in therapy?

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What do you hope your child gets out of therapy?

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What are the strengths of your child?

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What methods have you used to discipline your child? Note whether or not effective:

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Has your child ever experienced **physical abuse**? If yes, explain and note whether or not it was reported to a mandated reporter (teacher, therapist, doctor, etc.) and/or authorities:

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Has your child ever experienced **sexual abuse**? If yes, explain and note whether or not it was reported to a mandated reporter (teacher, therapist, doctor, etc.) and/or authorities:

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Has your child ever experienced **psychological/emotional abuse**? (e.g., verbal abuse and constant criticism, intimidation, manipulation, refusal to ever be pleased). If yes, explain and note whether or not it was reported to a mandated reporter (teacher, therapist, doctor, etc.) and/or authorities:

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Has your child ever experienced **neglect** by a caregiver? If yes, explain and note whether or not it was reported to a mandated reporter (teacher, therapist, doctor, etc.) and/or authorities:

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Do you have any concerns related to suicide for your child? (e.g., threats, notes, attempts, self-harm):

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Has your child ever talked about or physically hurt an animal or another person?

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Are there areas of concern about your child's school experience?

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What are the stressors in your adolescent's life? i.e., family death, illness, financial issues, divorce, change in school, social issues, etc.

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Would doing family therapy be helpful in addition to your child/adolescent's individual therapy? How? What issues would YOU address in family therapy?

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Is there any other information you would like to share?

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## THANK YOU

Person Completing Form: \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

# Lakewood Counseling

*Paul Lehrer, LICSW, LMFT*

6607 – 18<sup>th</sup> Avenue S. #101 - Richfield, MN 55423

Phone (612) 798-7373 x 11      **Fax (612) 243-3615**

## Authorization for Release of Confidential Information

Patient's Name: \_\_\_\_\_ Date of Birth \_\_\_\_\_

I authorize Paul Lehrer, LICSW, LMFT to Receive Information From **and**/or Release To:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Any and All Records OR  Selected Records: \_\_\_\_\_

I also authorize written and verbal communication between the two parties above.

These records are required for the purpose of:

Continued/ Follow-up care      \_\_\_\_\_ Social Service involvement

\_\_\_\_\_ Court/ Legal Action      \_\_\_\_\_ Claim payment/ Insurance Benefit Consideration

\_\_\_\_\_ Other      \_\_\_\_\_

This authorization will remain in effect for one year from the date of signature and may be cancelled by me in writing at any time. I understand that such cancellation may be harmful to proceedings requiring records. I do not authorize re- release of this information to anyone. A photocopy of this authorization will be treated in the same manner as the original.

Signature of Patient: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT FORWARD TO ANOTHER PERSON OR AGENCY.** Minnesota Govt. Practices Act (Chapter 328: H.F.738.S.F. 1213, 7/1/91, FEDERAL LAW VOLUME #40, PART IV, 71/1/75