

# BALANCED

MIND • BODY • LIFE

## Client Intake Form

**Title** (please circle): Ms Miss Mrs Mr Dr Other: \_\_\_\_\_

**Name** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_

**Home Address** \_\_\_\_\_

\_\_\_\_\_

**Postal Address** \_\_\_\_\_

\_\_\_\_\_

**Email Address** \_\_\_\_\_

I am happy to be contacted by (please check)

Email

SMS

**Home Telephone** \_\_\_\_\_ **Mobile** \_\_\_\_\_

**Medicare Number** \_\_\_\_\_ **Position** \_\_\_\_\_ **Expiry** /

**Private Health Fund:** \_\_\_\_\_

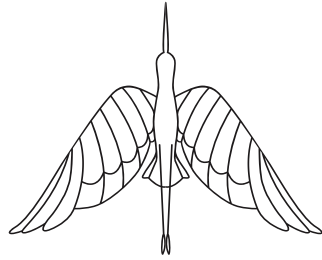
**Doctor's Name/Practice:** \_\_\_\_\_

**Emergency Contact:**

**Name** \_\_\_\_\_

**Phone number** \_\_\_\_\_

**Relationship to you** \_\_\_\_\_



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## Information Release Form

Date \_\_\_\_\_

I, \_\_\_\_\_, authorise *Balanced: Mind Body Life Pty Ltd* to discuss my

treatment as needed with the following people or organisations (e.g. GP, Psychiatrist,

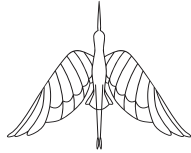
School, Anglicare):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_



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## Treatment Consent Form

### Conditions of Psychological Treatment

**Confidentiality:** As part of your psychological assessment and treatment, *Balanced: Mind Body Life Pty Ltd* will collect and record personal information relevant to your current situation. You may access the material recorded in your file upon request, subject to the exceptions in National Privacy Principle 6, copies of which are available on request.

All personal information gathered by your psychologist remains confidential **except:**

- If your file is subpoenaed by a court; or
- Failure to disclose the information would place you or another person at risk; or
- Your prior approval has been obtained (e.g. in order to discuss your care with your GP).

**Fees:** The fee for 50-minute consultation is \$190. If you are experiencing financial hardship or are a concession card holder, a reduced rate of \$170 may be available. 90-minute Single Session Interventions are \$210. Clients on a Mental Health Care Plan are able to claim a Medicare rebate for ten sessions each year. Clients who meet eligibility criteria for an Eating Disorder Treatment Plan may be able to claim up to 40 rebates per year. The Medicare rebate is \$89.65 and this can be claimed at the time of consultation.

Payment is due at the time of consultation. *Balanced: Mind Body Life* reserves the right to pause treatment if an account remains outstanding.

**Cancellation of Appointments:** Text message reminders for appointments are sent out two days prior. If you are unable to attend your appointment, please call the practice on 0475 000 679 so that the appointment can be offered to a client on the waitlist. For cancellations with less than 24 hours' notice there is a fee of 50% of the appointment fee. Payment for this fee is required within 7 days of late cancellation (or non-attendance). If there have been two instances of non-attendance or repeat cancellations the practice reserves the right to not schedule any further appointments and refer you back to your GP.

These policies are in place to be fair to all our clients and clinicians as our appointments tend to be in high demand. We thank you in advance for your co-operation.

If there is anything written on this page that you do not understand, please discuss it with your Psychologist before you sign.

**Consent:** I, \_\_\_\_\_, have read and understood the above Consent Form. I agree to these conditions for the psychological services provided by my Psychologist.

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

## **Additional Information for Clients on Mental Health Care Plans or Eating Disorder Treatment Plans**

The Australian Government has schemes in place to enable eligible clients of Psychologists to obtain rebates for treatment of mental health conditions.

### Mental Health Care Plans

Clients referred under a GP Mental Health Care Plan can access rebates for up to 20 sessions per calendar year (January – December). You will need to see your GP after sessions 6, 10, and 20 and obtain a re-referral from them in order to continue to claim rebates.

### Eating Disorder Treatment Plans

Clients referred under GP Eating Disorder Treatment Plans can access rebates for up to 40 sessions per calendar year (January – December). You will need to see your GP after sessions 10, 20, and 30 for a re-referral in order to continue to claim rebates. Additionally, after session 20, a Psychiatrist or Paediatrician review is required.

It can be hard to get into specific GPs and Psychiatrists at short notice, so it is a good idea to keep track of how many appointments you have had and book these review sessions well in advance. If a review is not completed on time we will not be able to process a rebate for sessions and you will need to make a claim via your private health provider, or pay out of pocket.

It is also important to note that Eating Disorder Treatment Plans, unlike Mental Health Care Plans, expire 12 months from their creation. If you are still receiving treatment at that time a new Plan will need to be developed on or after the date on the original Plan. For example, if your Plan was created on July 12<sup>th</sup> 2020, you would need to organise a new Plan on July 13<sup>th</sup> 2021 or later.