

Those who come to psychotherapy are the wisest and most courageous among us. Everyone has problems, but what they often do is try to pretend that those problems don't exist, or they run away from those problems, or drink them down, or ignore them in some other way. It's only the wiser and braver among us who are willing to submit themselves to the difficult process of self-examination that happens in a psychotherapist's office.

- M. Scott Peck, M.D.



CLIENT INFORMATION

Name:		Date:				
Street:		City, Zip				
Best Phone I	Number:	OK to leave a message? Y N Birth Date:				
Other Phone	e Number:	OK to call? Employer:				
Email Addro	ess:	OK to send you our email newsletter?	les No			
Please indica	ate how best to contact	you:				
Primary Car	re Physician:	Phone:				
If you search	hed online, how did yo	a find us? (Circle All) Bing Google Yahoo Facebook Twitter				
LinkedIn	Psychology Today	Denver Therapists Network GoodTherapy.org YourTango YouTul	oe .			
Other						
If were you	referred, by whom?: _	Phone:				
Address:						
Reason for I	Referral :	May I send them a Thank-you note? Yes?				
		In Case of Emergency Contact:				
Name:	· · · · · · · · · · · · · · · · · · ·	Relationship:				
		Phone :				
		Person Responsible for the Bill:				
Name:		Relationship:				
Street, City,	Zip:					
		Week End/Night Phone:				
You may rel	lease information neces	sary for billing to this person:				
Please list a	all people living in you	er household:				
Name	age	Relationship to you Occupation/School	l grade			
	8		8			

Sharon M. Barnes, MSSW, LCSW

8089 S. Lincoln St. #203

Littleton, CO USA 80122

Parental Consent for Assessment and Consultation With a Minor

Thank you for choosing me as your child's consultant. I realize that starting psychological consultation is a major decision and you may have many questions. Feel free to ask them in person, by phone or email. The information herein is in addition to the information contained in the Colorado Mandatory Disclosure Statement, Notice of Privacy Practices and my Practice Information and Policies document. I am legally and ethically responsible to provide you with information so that you can provide informed consent. If you have other questions or concerns, please ask, and I will try my best to give you all the information you need.

I provide distance psychological consultation and local counseling and psychotherapy to children and their families and adults in individual, couple and family sessions. I use a variety of treatment modalities. These include process work involving "talk therapy" and expressive therapy modalities such as art, writing and others. It is not unusual for more than one modality to be used in any given session. When I work with children, it is my policy to provide parent(s) with general information about treatment status. I will also meet with parent(s) on a regular basis to consult about changes as well as to find out how our child is managing both at home and school. I also work with parents to help you understand your child better and to know how to intervene effectively with them. With your consent, I am happy to coordinate care with physicians, school counselors, and other relevant professionals. When parents are legally separated or divorced, both parents must give written consent to the psychological consultation.

Confidentiality

Psychological consultation is most effective when a trusting relationship exists between the consultant and the client. Privacy is important in securing and maintaining that trust. Specific details of the information children share with me in sessions are not shared with the parents unless the child gives me his/her consent, as to encourage children to be honest and forthcoming and to maintain an emotionally safe environment for them. As part of the consultation process, I encourage children to share information with their parents. I may also meet jointly with the child and parents to facilitate this

sharing when it is important that the child share it rather than that I share it, and the child is unable to share it independently.

However, there are specific exceptions to this confidentiality including the following:

- When there is a risk of imminent danger to your child or another person, I am required to take necessary steps to prevent such danger.
- When there is suspicion that your child is being sexually or physically abused or is at risk of abuse, I am mandated to take steps to protect your child, and to inform the proper authorities.

 I will be photographing writing, sand trays and art work. The photos become a part of your child's treatment record. I also may use these photographs in a professional article, book or at a professional training. There will be no identifying information except for the age and gender of your child.

 It is my policy not to testify in custody battles. I do not allow treatment records to be read or reviewed by any person other than myself. My records are covered by confidentiality laws and are not to be revealed in a court process, as that jeopardizes the work the child is doing with me.

Consent for Treatment of Minors	
I have read and understand the above. I	give my consent for my child
	to be seen in psychological consultation by
Sharon M. Barnes, MSSW, LCSW.	
NOTE: BOTH PARENTS MUST SIGN AND DAT	E THIS IN ORDER FOR CONSULTATION TO TAKE PLACE
Signature of Parents or Legal Guardians of Mi	nor Child:
	Date
	Date

Amen Clinics, Inc. Intake Questionnaire Used by permission

In order to able to fully evaluate your needs, please fill out the following intake form and questionnaires to the best of your ability. We realize there is a lot of information and you may not remember or have access to all of it; please do the best you can. If there is any information that you do not want in your chart it is ok to refrain from putting in this information and we will discuss it. . For questions not relevant to your situation, please write NA for "Not Applicable". Thank you!

CLIENT IDENTIFICATION			
Name	First Appointment Date		
Birth Date	Age Gender		
Religion	Best phone		
Race	Other phone		
Address	City		
State/Province	Country		
Who does your child currently living with?			
MAIN PURPOSE OF THE CONSULTATIO	N: (Please give a brief summary of the main problems)		
WHY DID YOU SEEK THE CONSULTATION	ON AT THIS TIME? What are your goals in being here?		
PRIOR ATTEMPTS TO CORRECT THE PI (Please include contact with other professionals,			
MEDICAL HISTORY: Current medical problems/medications:			
Current supplements/herbs:			
Other medical/mental health professionals seen in	regularly:		

Name:
Any history of head trauma? (describe)
Ever any seizures or seizure-like activity?
Prior hospitalizations (place, cause, date, outcome)
Prior abnormal lab tests, X-rays, EEG, etc:
Allergies/drug intolerances (describe)
Present Height Present Weight Any changes in weight:
CURRENT LIFE STRESSES (include anything that is currently stressful for your child, examples include relationships, job, school, finances, friends, etc.)
Prenatal and birth events: Your/partner's attitudes toward their pregnancy with this child:
Pregnancy complications (bleeding, excess vomiting, medication, infections, x-rays, smoking, alcohol/drug us etc.
Any birth problems, trauma, forceps or complications?
Sleep Behavior: sleepwalking, nightmares, recurrent dreams, current problems (getting up, going to bed, etc.
School History: Last grade completed Last school attended
Average grades received Specific learning disabilities
Learning strengths
Any behavior problems in school?
What have teachers said about you?
Please bring school report cards and any state, national or special testing that has been performed.
Employment History: (Summarize jobs you've had, list most favorite and least favorite)
Any work related problems?
What would your employers or supervisors say about you?
Has Your child ever had any legal problems? (If yes, please describe)
Sexual History: (answer only as much as you feel comfortable)
Age at the time of first sexual experience: Number of sexual partners:
Any history of sexually transmitted disease? History of abortion?
· · · · · · · · · · · · · · · · · · ·

History of sexual abuse, molestation or rape?				
Alcohol and Drug History (Please list age started and types of substances used through the years and any or urrent usage. Also, describe how each of these substances makes/made you feel, what benefit you get/got from nem). These include alcohol, (hard liquor, beer, wine), marijuana or hash, prescription tranquilizers or sleeping ills, inhalants (glue, gasoline, cleaning fluids, etc.), cocaine or crack, amphetamines or crank or ice, steroids, piates (heroin, codeine, morphine or other pain killers), barbiturates, hallucinating drugs (LSD, mescaline, nushrooms), PCP.				
Have your child ever experienced withdrawal symptoms from alcohol or drugs?				
Has anyone told you they thought your child had a problem with drugs or alcohol?				
Have your child ever felt guilty about their drug or alcohol use?				
Have your child ever used drugs or alcohol first thing in the morning?				
What is your child's caffeine use per day? (Caffeine is in coffee, tea, sodas, chocolate)				
What is your nicotine use per day? (Nicotine is in cigarettes, tobacco chew)				
FAMILY HISTORY				
Parent's Current Marital or Relationship Satisfaction:				
Child's Significant Developmental Events (Include marriages, separations, divorces, deaths, traumatic events, losses, abuse, etc.)				
History of Parents' Past Marriages				
Birth Mother History: age: outside work:				
School, highest grade completed				
Learning problems: Behavior Problems:				
Marriages				
Medical Problems:				
Childhood atmosphere (family position, abuse, illnesses, etc)				
Has mother ever had any psychiatric treatment? Yes No If yes, for what purpose?				
Mother's alcohol/drug use history?				
Have any of your mother's blood relatives ever had any learning problems or psychiatric problems including				
such things as alcohol/drug abuse, depression, anxiety, suicide attempts, psychiatric hospitalizations? (Specify)				

Name:
Birth Father History: age: outside work:
School, highest grade completed
Learning problems: Behavior Problems:
Marriages
Medical Problems:
Childhood atmosphere (family position, abuse, illnesses, etc)
Has father ever had any psychiatric treatment? Yes No If yes, for what purpose?
Father's alcohol/drug use history?
Have any of your father's blood relatives ever had any learning problems or psychiatric problems including
such things as alcohol/drug abuse, depression, anxiety, suicide attempts, psychiatric hospitalizations? (Specify)
Siblings (names, ages, problems, strengths, relationship to client)
Cultural/Ethnia Paakaraund
Cultural/Ethnic Background
Name:
Describe your relationships with friends
Describe Yourself
Describe your strengths

which is most correct. If appropriate, please have the child answer these questions first, in different ink. **NEVER** SOMETIMES OFTEN I have an insatiable curiosity. **NEVER** SOMETIMES OFTEN I set very high standards for myself. **NEVER** SOMETIMES OFTEN I can be my own worst critic. I have a powerful need to know things. **NEVER** SOMETIMES OFTEN **NEVER** SOMETIMES OFTEN I am a seeker of ultimate truths. I have been criticized for being "too much" of everything. **NEVER** SOMETIMES OFTEN **NEVER** SOMETIMES OFTEN I feel deeply wounded by injustice and human suffering. I can see many sides to nearly every issue. **NEVER** SOMETIMES OFTEN **NEVER** SOMETIMES OFTEN I love a good debate. **NEVER** SOMETIMES OFTEN I have a lot of energy. **NEVER** SOMETIMES OFTEN I often feel driven by my own creativity. I love puzzles, mazes, paradoxes, complex ideas, and words. (If **NEVER** SOMETIMES OFTEN more than one, circle the ones which apply) **NEVER** SOMETIMES OFTEN I often feel responsible for problems that don't belong to me. **NEVER** SOMETIMES OFTEN Many times I have felt 'different' from most other people. **NEVER** SOMETIMES OFTEN I often feel like a minority of one. **NEVER** SOMETIMES OFTEN I am a dyed-in-the-wool perfectionist. I have been criticized for not "sticking with one thing." **NEVER** SOMETIMES OFTEN **NEVER** SOMETIMES OFTEN Honesty, integrity, and authenticity are very important to me. Frustration builds up in me when I don't engage in activities that **NEVER** SOMETIMES OFTEN involve creative self-expression. **NEVER** SOMETIMES OFTEN I have a history of questioning rules and challenging authority. **NEVER** SOMETIMES OFTEN I have heightened senses: taste, touch, smell hearing, sight, and/or seem to be bothered by bright lights, aromas, or noises that others don't even notice (If yes, circle the ones which apply). I have a well-developed sense of humor that is somewhat offbeat. **NEVER** SOMETIMES OFTEN I often have a childlike sense of playfulness and wonder. **NEVER** SOMETIMES OFTEN **NEVER** SOMETIMES OFTEN Stress seems to have more impact on me than it does on others. Please add up your score: NEVER _ **SOMETIMES** OFTEN

Please indicate HOW OFTEN the following statements are true about your child by circling the answer

HIGH ACHIEVER, GIFTED LEARNER, CREATIVE THINKER – Which Kind(s) of Learner/Thinker are YOU?

Instructions: In each row, please circle ALL the answers which apply to you. If more than one applies, please mark the one which occurs most often or applies most strongly to you.

	A HIGH ACHIEVER	A GIFTED LEARNER	A CREATIVE THINKER
1	Remembers the answers	Poses unforeseen questions	Sees exceptions
2	Is interested	Is curious	Wonders
3	Is attentive	Is selectively mentally engaged	Daydreams; may seem off task
4	Generates advanced ideas	Generates complex, abstract ideas	Overflows with ideas, many of which will never be developed
5	Works hard to achieve	Knows without working hard	Plays with ideas and concepts
6	Answers the questions in detail	Ponders with depth and multiple perspectives	Injects new possibilities
7	Performs at the top of the group	Is beyond the group	Is in own group
8	Responds with interest and opinions	Exhibits feelings and opinions from multiple perspectives	Shares bizarre, sometimes conflicting opinions
9	Learns with ease	Already knows	Questions: What if
10	Needs 6-8 repetitions to master	Needs 1 to 3 repetitions to master	Questions the need for mastery
11	Comprehends at a high level	Comprehends in-depth, complex ideas	Comprehends in-depth, complex ideas
12	Enjoys the company of age peers	Prefers the company of intellectual peers	Prefers the company of creative peers, but often works alone
13	Understands complex, abstract humor	Creates complex, abstract humor	Relishes wild, off-the-wall humor
14	Grasps the meaning	Infers and connects concepts	Makes mental leaps, Aha!
15	Completes assignments on time	Initiates projects and extensions of assignments	Initiates more projects than will ever be completed
16	Is receptive	Is intense	Is independent and unconventional
17	Enjoys school often	Enjoys self-directed learning	Enjoys creating
18	Absorbs information	Manipulates information	Improvises
19	Is a technician with expertise in a field	Is an expert, abstracting beyond the field	Is an inventor and idea generator
20	Memorizes well	Guesses and infers well	Creates and brainstorms well
21	Is highly alert and observant	Anticipates and relates observations	In intuitive
22	Is pleased with own learning	Is self-critical	Is never finished with possibilities
23	Gets A's	May not be motivated by grades	May not be motivated by grades
24	Is accurate and complete	Is original and continually developing	Is original and continually developing
25	Is able	Is intellectual	Is idiosyncratic

Adapted from Differentiation: Simplified, Realistic, and Effective by Bertie Kingore, 2004.

	have your child rate h		3	5 1	ible, to give us the most complete
)	1	2	3	4	NA
Never	Rarely	Occasionally	Frequently	Very Frequently	Not applicable/Not Known
Parent	Self Rating				
		~		akes careless mistakes	
		•	n in routine situ	ations (i.e., homework	, chores, paperwork)
		e listening			
		finish things	,		
				as backpack, room, des	
			ctant to engage	in tasks that require sus	stained mental effort.
		_			
	O T				
	44 7 1 1	anning skills	1.1:1:		
	10 5100	ear goals or forward	•		
		lty expressing feeling			
		lty expressing empa	uny for others		
		ive daydreaming			
		•	iveted		
	-	g apathetic or unmot g tired, sluggish, or s			
	10 5 1	spacey, or "in a fog			
	10 511	, restless or trouble			
				here remaining seated	is avnected
					opriate (or wants to-restrains oneself
	00 D:cc	lty playing/working		ions in which it is appr	opriate (or wants to-restrains onesen
	22 ((2 1	e go" or acts as if "c		or"	
		_	iiiveii by a mou	<i>J</i> 1	
		•	nuestions have l	neen completed (or has	to restrain oneself from doing so)
		lty waiting turn	questions nuve i	seen completed (of has	to restrain onesen from doing so)
	27 T	-	hers (e.g. butts	into conversations or g	pames)
	_	ive (saying or doing	-	-	Sames)
	29 Excessi	ive or senseless wor		timilaring moti	
		when things do not g	• •		
		when things are out			
	_	cy to be opposition	_	tive	
		cy to have repetitiv			
		cy toward compuls	•	6	
		dislike for change			
		cy to hold grudges			
		e shifting attention f	from subject to	subject	
		e shifting behavior f	•	•	
		lties seeing options			
		cy to hold on to ow		ot listen to others	
				tion, whether or not it	is good
				or you become very u	_
		complain that you v	-	,	•
		say no without firs		t question	
		cy to predict fear	3 2	•	
		nt feelings of sadnes	SS		
	47. Moodin				

 48. Negativity Name:	
 49. Low energy	
 50. Irritability	
 51. Decreased interest in others	
 52. Decreased interest in things that re usually fun or pleasurable	
 53. Feelings of hopelessness about the future	
54. Feelings of helplessness or powerlessness	
55. Feeling dissatisfied or bored	
56. Excessive guilt	
57. Suicidal feelings	
 58. Crying spells	
 59. Lowered interest in things usually considered fun	
60. Sleep changes (too much or too little)	
61. Appetite changes (too much or too little)	
62. Chronic low self-esteem	
 63. Negative sensitivity to smells/odors	
 64. Frequent feelings of nervousness or anxiety	
 65. Panic Attacks	
 66. Symptoms of heightened muscle tension (headaches, sore muscles, hand tremor)	
 67. Periods of heart pounding, rapid heart rate or chest pain	
 68. Periods of trouble breathing or feeling smothered	
 69. Periods of feeling dizzy, faint or unsteady on your feet	
70. Periods of nausea of abdominal upset	
71. Periods of sweating, hot or cold flashes	
 72. Tendency to predict the worst	
 73. Fear of dying or doing something crazy	
74. Avoiding places for fear of having an anxiety attack	
75. Conflict avoidance	
 76. Excessive fear of being judged or scrutinized by others	
 77. Persistent phobias	
 78. Low motivation	
 79. Excessive motivation	
 80. Tics (motor or vocal)	
 81. Poor handwriting	
 82. Quick startle	
 83. Tendency to 'freeze' in anxiety provoking situations	
 84. Lacks confidence in their abilities	
 85. Seems shy or timid	
 86. Easily embarrassed	
 87. Sensitive to criticism	
 88. Bites fingernails or picks skin	
 89. Short fuse or periods of extreme irritability	
 90. Periods of rage with little provocation	
 91. Often misinterprets comments as negative when they are not	
 92. Irritability tends to build, then explodes, then recedes, often tired after a rage	
 93. Periods of spaciness or confusion	
 94. Periods of panic and/or fear for no specific reason	
 95. Visual or auditory changes, such as seeing shadows or hearing muffled sounds	
 96. Frequent periods of déjà vu (feelings of being somewhere you have never actually been)	
 97 Sensitivity or mild paranoia	
 98. Headaches or abdominal pain of uncertain origin	
 99. History of a head injury or family history of violence or explosiveness	
 100. Dark thoughts, may involve suicidal or homicidal thoughts	
 101. Periods of forgetfulness or memory problems	

Name

Amen Clinic Learning Disability Screening Questionnaire Provided by Sharon M. Barnes, MSSW, LCSW, Therapist For Sensitive And Gifted. Used by permission.

	Please rate yourself on each of the symptoms listed below using the following scale. If possible, to give us the most complete picture nave another person (such as a spouse, partner or parent) rate you as well. List other person								
0		1	2	3	4	NA			
Never		Rarely	Occasionally	Frequently	Very Frequently				
Other	Self								
Readi	ng								
		1. I am a p							
		2. I do not like reading							
		3. I make mistakes when reading like skipping words or lines							
		4. I read the same line twice							
				_	ch as god and dog)				
			hurt or water whe		on as god and dog)				
			end to blur when I						
		10.Words to	end to move around	d the page when	ı I read				
		11. When re	eading I have diffic	culty understand	ling the main idea or id	lentifying important details.			
Writin	<u>ıg</u>								
		12. I have "messy" handwriting							
		13. My work tends to be messy							
		14. I prefer to print rather than writing in cursive							
		15. My letters run into each other or there is no space between words							
		16. I have trouble staying within lines							
		17. I have problems with grammar or punctuation18. I am a poor speller							
		19. I have trouble copy8ng off the board or from a page in a book							
		20. I have trouble getting thoughts from my brain to the paper							
		21. I can tell a story but cannot write it							
Body A	Awarei	ness/Spatial R	Relationships						
			rouble with knowing	ng my left from	my right				
		23. I have to	rouble keeping thir	ngs within colu	nns or coloring within	lines			
			be clumsy, uncoo						
			lifficulty with eye l						
			•	•	, down, over or under				
		27. I tend to	bump into things	when walking					
Oral I	Express	ive Language							
			lifficulty expressin	~ •					
			rouble finding the	-	·				
		30. Thave f	rouble talking arou	ing a subject or	getting to the point in a	1 conversation			

Name	
D 42 1	
Receptive lang	
	31. I have trouble keeping up or understanding what is being said in a conversation 32. I tend to misunderstand people and give the wrong answers in conversations
	33. I have trouble understanding directions people tell me
	34. I have trouble telling the direction sound is coming from
	35. I have trouble filtering out background noises
	33. I have trouble intering out background noises
Math	
	36. I am poor at basic math skills for my age (adding, subtracting, multiplying and dividing)
	37. I make "careless mistakes" in math
	38. I tend to switch numbers around
	39. I have difficulty with word problems
Sequencing	
	40. I have trouble getting everything in the right order when I speak
	41. I have trouble telling time
	42. I have trouble using the alphabet in order
	43. I have trouble saying the months of the year in order
Abstraction	
	44. I have trouble understanding jokes people tell me
	45. I tend to take things too literally
Organization	
	46. My notebook/paperwork is messy or disorganized
	47. My room is messy
	48. I tend to shove everything unto my backpack, desk or closet
	49. I have multiple piles around my room.
	50. I have trouble planning my time
	51. I am frequently late or in a hurry
	52. I often do not write down assignments or tasks and end up forgetting what to do
Marea a 1111	
Memory	53. I have trouble with my memory
	54. I remember things from long ago but not recent events
	55. It is hard for me to memorize things for work or school
	56. I know something one day but do not remember it to the next
	57. I forget what I am going to say right in the middle of saying it
	58. I have trouble following instructions that have more than one or two steps
Social Skills	59. I have few or no friends
	60. I have trouble reading body language or facial expressions of others
	62. My feelings are often or easily hurt
	63. I feel uncomfortable around people I do not know well
	64. I am teased by others
	65. Friends do not call and ask me to do things with them 66. I do not get together with others outside of school or work

Name	
Scotopic S	Sensitivity
	67. I am light sensitive, bothered by glare, sunlight, headlights or streetlights
	68. I become tired, experience headaches, mood changes, feel restless or an inability to stay focused with bright or fluorescent lights
	69. I have trouble reading words that are on white, glossy paper
	70. When reading, words or letters shift, shake, blur, move, run together, disappear or become difficult to perceive
	71. I feel tense, tired, sleepy, or even get headaches with reading
	72. I have problems judging distance and have difficulty with such things as escalators, stairs, ball sports or driving
Sensory I	ntegration_
	73. I seem to be more sensitive to the environment than do others
	74. I am more sensitive to noise than are others
	75. I am particularly sensitive to touch or very sensitive to certain clothing or tags on the clothing
	76. I have unusual sensitivity to certain smells
	77. I have unusual sensitivity to light
	78. I am sensitive to movement or crave spinning activities
	79. I tend to be clumsy or accident prone

8089 South Lincoln Street Suite 203, Littleton, CO 80122 Phone: (303) 987-0346 Fax: (303) 989-0099

Colorado Mandatory Disclosure Statement

DEGREES AND CREDENTIALS:

Bachelor of Science Degree; Major in Social Service: Loma Linda University, 1974 Master of Science in Social Work Degree: San Diego State University, 1976 Licensed Clinical Social Worker in California, #6986, initiated: 1979. No longer active. Licensed Clinical Social Worker in Colorado, #991263, Active since 1994

The practice of both licensed and unlicensed psychotherapists is regulated by the Department of Regulatory Agencies under 12.43.214 (1) (C). Questions or complaints may be addressed to:

Colorado State Grievance Board 1560 Broadway, Suite 1340 Denver, Colorado 80202 (303) 894-7760

Under this statute, **12.43.214** (1)(d) **CRS** you are entitled to receive information about the methods of therapy; the techniques used; the duration of therapy (if known) and the fee structure. You may seek a second opinion from another therapist or may terminate therapy at any time. In a professional relationship sexual intimacy is inappropriate and should be reported to the Grievance Board.

12.43.214 (1)(d) **CRS**: states that information provided by a client during therapy sessions is legally confidential in the case of licensed clinical social workers, except as provided in Section 12.43.218 and except for certain legal exceptions which will be identified by the licensee should any such situation arise during therapy.

Practice Information: Sharon M. Barnes, MSSW, LCSW is incorporated in the state of Colorado as Sharon M. Barnes, LCSW, PLLC and is in independent practice. She is not in partnership with any other professional or therapist who uses the same office suite.

I have been informed of my therapist's degrees, credentials and licenses.

		_	
Client Signature	Date	Therapist Signature	Date

I have also read the preceding information and understand my rights as a client.

Fee Schedule and Agreement

Sharon Barnes' fee per 50 minute session is \$150.00.

* The amount I agree to pay for	counseling ser	vices is \$150.0	0 per 50/minute sessior	า.
I understand that any time under or over 50 minutes will be pro-rated accordingly.				
INSURANCE BILLING: I understand the time of service. I also understand I ame anything) and for filing my own insurstatement containing all the information that I may receive insurance reimburse	n responsible fo ance claims. At on necessary fo	r finding out was my request, Soor me to file a	what my insurance will on the contract of the	cover (if de me with a
*APPOINTMENT CANCELLATION therapy appointments, and that I am appointments which cannot be kept. I charged the regular rate for my usual	to notify the of If I provide less	fice at least 24	hours in advance of ar	ny
*CREDIT CARD AUTHORIZATI my credit card for missed sessions, as a Information confidential, with my clie charges as coming from "Sharon M. B	agreed. I under ent record. I ur	stand that Sha nderstand that	ron Barnes will keep my	y Credit Card
Name as it appears on the Card:			Type of Card:	
Card Number //	/	//	Authorization Code: _	
Exp Date: Address:				
City	State Zi	р Но	me Phone:	
Daytime Phone:	Email Ad	dress		
*Please read each section & get clarific	cation on any c	juestions you i	nay have before initiali	ng each one.
Client Signature			Date	
Therapist Signature			Date	

8089 South Lincoln Street, Suite 203, Littleton, Colorado 80122 Phone: (303) 987-0346 Fax: (303) 989-0099 www.TherapistForSensitiveAndGifted.com

Online and Phone "Distance Psychological Consultation" Consent

What is Distance Psychological Consultation? Distance Psychological Consultation is working with a psychotherapist via video or audio communications. In the state of Colorado, USA, where I am licensed, psychotherapy is recognized as happening only on an in-person basis, where we are both in the same room face-to-face.

For people at a distance who wish to work with me, and for whom it appears that distance psychological consultation is appropriate and could be helpful, I also offer Distance Psychological Consultations. For video consultations, I use a free video-conferencing program through Doxy.me which is HIPAA compliant, easy to use and is available for all types of computers. In order to use it you must have a "web cam" and a high-speed Internet connection. HIPAA compliancy means that confidentiality is protected and others online are unable to listen to or watch our meeting.

Why would you choose Distance Psychological Consultation? Some of the common reasons include....

- You cannot find a therapist appropriate to your needs in your local area
- You have a very busy schedule and distance Consultations offer more scheduling flexibility
- You don't have to arrange for a babysitter
- To supplement your in-person therapy sessions
- To schedule a session immediately when the therapist is available vs. waiting for an in-person session
- To receive Distance Consultation from the comfort of your home or office

My fees for Distance Psychological Consultation are the same as for in-person therapy. Payment must be made through a Credit Card or via PayPal before or at the time of the appointment.

Is Distance Consultation as effective as in-person therapy? Distance Psychological Consultation may be, but is not always, as effective as in-person therapy. In some cases it is best to combine online therapy with some in-person sessions. Other problems are helped very effectively with Distance Consultation alone. It is up to you to decide how effective this modality is for you.

I have read the above information and have asked any questions I have about it. I understand the issues involved and I request to have online consultation with Sharon M. Barnes, MSSW, LCSW, PLLC.

Signature of Parent or Guardian of Minor Child	Date	
Signature of Parent or Guardian of Minor Child	Date	

Sharon M. Barnes, LCSW, PLLC Business Practices Descriptions and Disclosures

Welcome to my counseling and psychotherapy practice. I look forward to working with you. I see women, men, teens and some children. I use individual, group, couple, and family sessions and a combination of these. The problems I most frequently work with include coping & thriving as a creative, highly sensitive, and/or gifted person, parenting creative, highly sensitive, and/or gifted children; coping & thriving with ADD or AD/HD; relationship concerns, self-esteem issues, grief issues, coping with chronic or life-threatening illness, parenting concerns; personal and spiritual growth, life passages and transitions, creativity recovery and development, trauma recovery and resolution, and adoption issues.

My gentle, supportive approach focuses on guiding people through the Wilderness of Inner Territory to Destinations of Delight. The healing, change and growth that people seek when they come to work with me takes place within the context of our therapeutic relationship. This enables people to find their way through anxieties, depression, fears, confusion, abuse, loss, relationship and life changes. I help people learn how to discover their own pathways to healing, joy and fulfillment. In this inner journey, many discover metaphorical personal treasure which had been hidden in life's deep dark woods. It is my privilege to accompany many people on this inner quest, and to help them create better self-esteem; be centered and find their voice; be empowered to understand themselves better and form more fulfilling relationships; as well as to be more able to know who they are, what they want in life, and how to craft a life they love to live.

Most clients come on a regular basis, weekly or every other week, and often for six months to a year or more. Sessions usually last 50 minutes, but may be extended to 75 minutes for couples, families, or whenever indicated. Fees are adjusted according to the length of the session. See my Fee Agreement for more details on my fee structure.

FOLLOWING IS SOME INFORMATION ABOUT MY POLICIES AND PROCEDURES:

Confidentiality

The information you discuss during a psychotherapy is protected as confidential under law (CRS 12,43,214 (1)(d)), with certain limitations.

- In most situations, your written consent is required before any information can be released. However, there are specific situations in which I am legally required to release information without your consent.
- It is my legal responsibility and my policy to report suspected child abuse without an investigation to the proper authorities who may then investigate.
- I may take some action without your consent if I assess you to be a serious harm to yourself or another. Any action I take without your consent will be discussed with you.
- If I am unable to collect my agreed upon fee, I may send your name and address to a collection agency.
- If you file a complaint or a lawsuit against me, according to Colorado law, your right to confidentiality will be waived.
- If you choose to use your health benefit plan, you will have given your insurance or managed care company consent to obtain required confidential information for the purpose of determining eligibility for reimbursement. This normally requires diagnosis and procedure code information.
- If I seek consultation from another mental health professional, your privacy will be protected by that professional, and I will reveal only the necessary private information for the purpose of the consultation.
- If another mental health professional is involved in your mental health treatment and I determine that it is important for your treatment, I may collaborate in order to coordinate care. Your authorization may not be obtained, but you will be advised of this situation.
- Clerical and/or billing persons contracted by me may have access to limited confidential information, for
 example, your name, address, diagnosis, dates and procedure codes. This information is protected from further
 disclosure and is used solely for administrative purposes.
- When I am away from my office for a few days, we will discuss how to handle any emergent need which may arise. If we decide to ask another licensed therapist to cover emergencies for me, I will disclose to this therapist only what he or she needs to know to assist you in an emergency.

Availability

I answer my phone directly when I am able. At other times, it is forwarded to my confidential voicemail. I am notified of every message that is left for me. You may leave a voicemail message 24 hours a day at 303-987-0346, and I or a designated backup therapist will attempt to return your call within 24 hours during the weekdays or on the first working day following a weekend or holiday. I do not provide routine 24 hour emergency coverage. In the event of a psychiatric emergency, you will need to call 9-1-1 or go to your nearest emergency room. When, in our work together, we are able to anticipate the potential of such emergencies, we will make plans together for how to handle the emergency.

Health Care Benefits

As stated in the Fee Agreement, with the exception of Medicare, I do not accept insurance benefits. In the event that you choose to use your health care benefits, and my services are reimbursable under your insurance plan, you are responsible to file your own insurance claims. You will also need to give me written authorization to release any required information. Confidential information required by your insurance company may range from identifying information, diagnosis, dates and types of sessions and charges to a written assessment with treatment goals and progress reports, when your benefits come under managed care. My policy it to provide the least amount of information necessary for the purpose of authorizing benefits. However, I can no longer be in control of the storage or access to your confidential information when it is given to a third party. The insurance company will determine benefit coverage and the kind of service for which they will reimburse. I charge for report writing time at the same rate as therapy time.

Records

Records may include identifying information, dates and types of sessions, an assessment and diagnosis, a treatment plan, progress notes, and any reports, consultations or collateral contacts made, and informed consent disclosures. My private psychotherapy notes are kept separate, and are not a part of the record. These psychotherapy notes are further protected from subpoena and unauthorized access by HIPAA. Your records will be stored safely with attention to your privacy for at least 7 years as required by Colorado Statute. In the event that I am no longer able to secure and monitor access to your record, another mental health professional will act as my professional representative. That professional representative will contact you regarding the location of your record. Your records are protected by Colorado Statute, HIPAA regulations, and Professional Ethics. Records can only be released with your written permission and direction. It is my policy not to release an entire record, even with your authorization. Instead, I will summarize the content related to the request. Colorado Statute, CRS 25-1-803, limits release to a summary after termination. If you were seen in couple or family sessions, all adults present would have to sign the release. You will be granted reasonable access to your record, but no copy of the record. If you choose to read your record, it is my policy to be present in order to respond to any questions or confusion you have about the recordings. You may request, in writing, an amendment or addition to your record. My time in dealing with any request for records is reimbursable at the rate agreed upon in the fee agreement.

Termination

Termination will usually be agreed upon mutually, but you are free to terminate at any time. Ending treatment by reviewing our work together and summarize what you are taking with you is much more helpful to you than ending treatment without the benefit of this wrap-up review. Even though planned endings and spoken goodbyes can be difficult, they are well worth the effort and I highly recommend it, especially in our work together. In a few rare and special instances I may decide to stop working with you even though you wish to continue. The reason for this may include a need for special services outside of the area of my competency, a failure to meet the terms of our fee agreement, or and/or prolonged failure to make progress in our work together. Should any of these occur, I will discuss the reason for termination with you, and you will be helped to make different plans for yourself, including a referral to a more appropriate resource.

CLIENT AGREEMENT

I consent to becoming a client of Sharon M. Barnes, LCSW, PLLC. I have been informed of her degrees, credentials and licenses. I have read the above information. I have clarified all areas about which I have had questions. I understand and agree to my rights and responsibilities as a psychotherapy or consultation client.

Parent or Guardian of Minor Child Signature	Date
Therapist Signature	Date

Acknowledgement of Receipt of Notice of Privacy Rights

I,, acknown, acknown, acknown, acknown, acknown, acknown, acknown	wledge that I have received access to a copy
of the Notice of Privacy Practices for Sharon M. Bo	arnes, LCSW, PLLC.
I acknowledge that these Privacy Practices are pos- convenience in this location: http://therapistforsens privacy-practices/	•
Signature of Parent or Guardian of Minor Child	Date Date
Signature of Parent or Guardian of Minor Child	