

Welcome to my practice. I am pleased to have the opportunity to work with you. This document contains important information about my professional services and business practices. Even though it is several pages long, I urge you to read this entire document. I have anticipated many issues you might not yet think about as we begin to work together. When you sign this document, it will represent an agreement between us.

Dr. Robin Haight



Areas of Specialty

Anxiety Panic attacks, Intense Anxiety, Episodic Anxiety, OCD, Phobias and Fears	Depression Feeling stuck, Loss of motivation, Exhaustion, Overwhelmed, Loss & Grief	Sexual Problems Loss of desire, Erectile dysfunction, Vaginal pain, History of sexual abuse	Ketamine Therapy Preparation & Integration	Men's Issues Depression, Intimacy, Communication Problems, Career Issues	Couples Low sex or no sex couples, Stuck in unproductive patterns, Anger and resentment
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MY QUALIFICATIONS

I am a doctoral level, Licensed Clinical Psychologist (licensed in Virginia). I have training and experience working with adolescents, adults, families and couples. I am well versed in a range of mental health issues such as anxiety, depression, relationship problems, sexual problems, parent conflict, grief and loss, procrastination and avoidance. If during our work together a problem you experience is beyond the scope of my expertise, I will help you to obtain the necessary services from an appropriate specialist.

BENEFITS AND RISKS of THERAPY

Participation in psychotherapy can bring many important benefits that are lasting and life-changing. Your full engagement is an essential part of getting what you want out of therapy. It is my job to help you to engage in a productive and meaningful way and unpleasant feelings like sadness, guilt, anger, anxiety, loneliness, disappointment and helplessness can arise. During parts of our work, I may challenge

QUICK REFERENCE

Office: 7927 Jones Branch Drive
Suite 6125
Tysons Corner, VA 22102

Website: www.drrobinhaight.com

202-329-6938

Fee: Individual \$230 ~ Couples \$275

Insurance: Out-of-Network

your assumptions or perceptions and ask you to consider different perspectives which can cause you to feel upset or angry. As a result of your therapy you may decide to make changes in your behavior. These changes might lead to outcomes you could not have anticipated and might create their own challenges. There is no guarantee that psychotherapy will produce the results you initially sought.

Appointments

Weekly meetings provide the structure and momentum to create the most therapeutic benefit. We typically schedule one 50-minute session a week at a regular time we agree on. Of course,

we will discuss the cadence and frequency of sessions that fit your needs and adjust over time.

Cancellations

Once an appointment hour is scheduled, you will be expected to pay for it unless you provide **two (2)** business days notice of cancellation. You may reschedule within the same week if other appointments are available.

Initial _____

Insurance & Fees

Base fees are as follows:

50 Minute Therapy Session	\$230
Couples Therapy	\$275
Extended Therapy Session	pro-rated

At the end of each month I will provide you a summary statement (Superbill) for your records and/or for insurance filing. These statements include all the necessary diagnostic, treatment and provider codes for your insurer to process your claim. I can email you this form with your consent or mail it to you via USPS if you prefer I do not use email.

I provide the Protected Health Information (PHI) that is allowed under the HIPPA Privacy Rule (see page 4). This will include at a minimum, dates of service, what services I provided and diagnosis. Rarely, your insurance may require treatment plans, prognosis and progress toward goals. PHI does not include my psychotherapy notes.

Consent for use of email for billing statements:

Initial _____

Contact Outside Sessions

TELEPHONE and TEXTING

Mobile phone: 202-329-6938. You may use this number to call or text me. Do NOT text me sensitive information. Texting is the way to go when you want to cancel or reschedule an appointment or if you are running late.

Texting is also a good way to let me know you need an urgent call, but I may not see your text right away so this is not a substitute for emergency care.

Emergency phone consultations of less than 10 minutes are normally free. If a consultation requires 10 minutes or longer I will bill you on a prorated basis for that time.

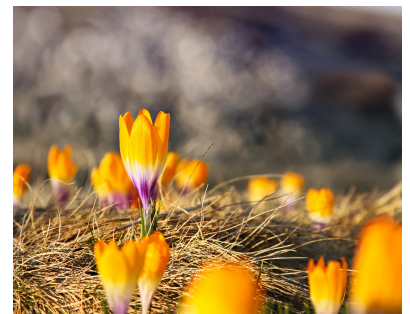
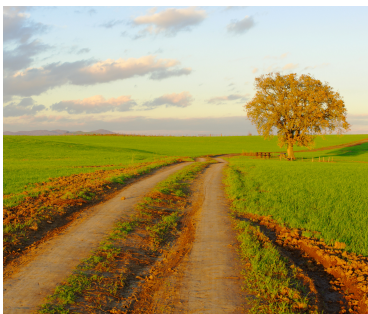
EMAIL

I use email to communicate about administrative details, such as setting up appointments. **Do not email me content related to your therapy sessions**, as email is not completely secure or confidential. If you choose to communicate with me by email, be aware that all emails are retained in the logs of your and my internet service providers. While it is unlikely that someone will be looking at these logs, they are, in theory, available to be read by the system administrator(s) of the internet provider. Any emails I receive from you and any responses I send to you become a part of your legal record.

Emergencies

In a crisis I will make every effort to respond over the phone or offer an emergency appointment. If you are unable to reach me and cannot wait for me to call you back, ***you should dial 911 or go to the nearest hospital emergency room and ask for the psychiatrist on call.***

If there is an emergency during our work together or if I become concerned about your personal safety, the possibility of you injuring someone else, or about you receiving psychiatric care, I will do whatever I can within the limits of the law to prevent you from injuring yourself or another, and to ensure that you receive appropriate medical care. For this purpose I may contact the person whose name you have provided on your Client Information form.



PRIVACY AND CONFIDENTIALITY

Your Mental Health Record

The law, and the standards of my profession require that I maintain a written record of your treatment. However, your privacy and the confidentiality of information about you are extremely important to me. I will keep written records as brief as possible.

Release of Information About You

The information you share with me in our sessions is strictly confidential, with exceptions noted below. What you disclose in therapy will not be shared with anyone other than whom you designate by written release of information. There are times, however, when I am legally and ethically required to disclose information with or without your permission.

Legal Exceptions to the General Rule of Confidentiality

- *When I believe you present an imminent danger to either yourself or another person*
- *In the case of abuse or neglect of a minor, disabled person or senior citizen*
- *When the court issues a subpoena requiring records or testimony*

Patient Rights

HIPAA provides you with the following rights: to restrict what Protected Health Information (PHI) is disclosed to others; to request an accounting of disclosures that have not required your consent; to know where PHI is sent; to request that I amend your record; to have complaints you may make about my procedures/policies recorded in your record; to request a copy of this notice and the HIPAA notice form. You have a right to review your PHI, except in limited legal and emergency situations, including situations where releasing the information to you might be harmful to you. In such a case, I may provide records to an appropriate mental health professional of your choice to review with you.

HIPPA requires practitioners to safeguard protected health information that is transmitted or stored in electronic form. This may include patient notes, e-mail with or about patients, and insurance or financial records with identifying patient information. I use passwords, firewalls, anti-virus programs and other technology to protect your confidential information.

If you have a concern or complaint about your treatment please talk with me about it. I will take your criticism seriously and respond with care and respect. If you believe that I've been unwilling to listen and respond, or that I have behaved unethically, you can contact the Virginia Board of Psychology, which oversees licensing, and they will review the services I have provided.

Virginia Board of Psychology
Perimeter Center
9960 Mayland Dr., Ste. 300
Henrico, VA 23233-1463
804-367-4697

CLIENT SIGNATURE:

DATE: