

Workforce Solutions for Tarrant County

Services provided under arrangement with Guinn Healthcare Technologies, LLC

Client Demographic Information, Consents and Acknowledgments

Last Name		First Name		MI	Date of Birth	Soc. Sec. #	
					___/___/___	XXX-XX-____	
Gender	Citizenship		Race		Ethnicity		
<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Permanent Residence <input type="checkbox"/> Refugee <input type="checkbox"/> Other	<input type="checkbox"/> American Indian <input type="checkbox"/> Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Asian - Indian	<input type="checkbox"/> Black/African American <input type="checkbox"/> Native Hawaiian <input type="checkbox"/> Pacific Islander <input type="checkbox"/> White	<input type="checkbox"/> non-Hispanic/Latino <input type="checkbox"/> Hispanic/Latino			
Current Address				Preferred Phone #	Alternate Phone #		
City		State	Zip Code		Email Address		
		TX					
Marital Status		Family Status		Number in Household	Dependents (under 18)		
<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated	<input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Cohabiting	<input type="checkbox"/> Parent in One-Parent Family <input type="checkbox"/> Parent in Two Parent Family <input type="checkbox"/> Other Family Member <input type="checkbox"/> Not a Family Member <input type="checkbox"/> N/A		<input type="text"/>	<input type="text"/>		
Last grade completed in School?			Disability Status		Employment Status		
<input type="checkbox"/> No schooling <input type="checkbox"/> Nursery to 4th <input type="checkbox"/> 5th or 6th <input type="checkbox"/> 7th or 8th <input type="checkbox"/> 9th <input type="checkbox"/> 10th <input type="checkbox"/> 11 th	<input type="checkbox"/> 12th: no diploma <input type="checkbox"/> High Sch Grad <input type="checkbox"/> GED <input type="checkbox"/> 1-2 year college/trade <input type="checkbox"/> 3-4 year college <input type="checkbox"/> Bachelors <input type="checkbox"/> Masters	<input type="checkbox"/> None <input type="checkbox"/> Disabled - Developmental <input type="checkbox"/> Disabled - Mental <input type="checkbox"/> Disabled - Other <input type="checkbox"/> Disabled - Physical <input type="checkbox"/> Disabled Veteran		<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Searching <input type="checkbox"/> Training <input type="checkbox"/> Disabled <input type="checkbox"/> Not seeking employment			
Primary Language	Military	Military Branch		VA Discharge Status			
<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> N/A <input type="checkbox"/> Army <input type="checkbox"/> Navy	<input type="checkbox"/> Air Force <input type="checkbox"/> Marines	<input type="checkbox"/> Honorable <input type="checkbox"/> General <input type="checkbox"/> Medical	<input type="checkbox"/> Bad conduct <input type="checkbox"/> Dishonorable <input type="checkbox"/> Other		
Funding/Payment Source							
<input type="checkbox"/> TANF Choices <input type="checkbox"/> WIA	<input type="checkbox"/> WIA - Dislocated <input type="checkbox"/> WIA - TAA		<input type="checkbox"/> WF - Statewide <input type="checkbox"/> Other				
Permission to Contact Me:							
I grant permission to GHT staff to contact me as follows (Check all that apply):							
<input type="checkbox"/> By phone & leave a message on voicemail if no answer <input type="checkbox"/> By leaving a message with anyone who answers my phone <input type="checkbox"/> By email <input type="checkbox"/> By text message							

Stop here; staff will assist you in completing the remainder of this form.

Staff Use Only	GHT, LLC Client Case #:		Funding Stream	Medicaid or Ins #:
	Initial Assmt Date	Staff Name	Staff Credentials	Staff ID
	GHT, LLC Client Case #:		Funding Stream	Medicaid or Ins #:

Section A: Informed Consent to Behavioral Health Treatment and Procedures

You have the right as a patient to be informed about your condition and give your consent to treatment. In order to consent to treatment you must be an adult (age 18 or over or have the “disabilities of minor” removed) and have the ability to understand and appreciate the nature and consequences of a decision regarding behavioral health treatment and the ability to reach an informed decision in the matter. You have participated in an initial interview, screening and/or assessment for social, emotional and psychological conditions and discussed the findings with your counselor. This consent form is designed to provide a written confirmation of such discussions by recording some of the more significant information given to you. It is intended to make you better informed so that you may give or withhold your consent to the proposed procedure(s).

1. **Condition:** My counselor has explained to me that I appear to have condition(s) symptomatic of a mental disorder.
2. **Proposed Procedure(s):** I understand that the procedure(s) proposed for evaluating and treating my condition is/are: participation in a clinical interview and structured diagnostic assessment to further define the need or problems to be addressed, and potentially participation in one or more of the following activities: counseling sessions, case management, peer support, treatment/case management planning sessions, activities designed to assist me in achieving self sufficiency and/or permanent housing or other outcomes.
3. **Risks/Benefits of Proposed Procedure(s):**
 - A. Some of the potential benefits of the treatment and procedures proposed are: Improved mood, improved ability to function in important social relationships, improved ability to achieve self sufficiency and stable housing, improved ability to cope with stress, reduced emotional distress, improved access to supports and services.
 - B. Just as there may be benefits to the proposed treatment and procedures, I also understand the recommended treatment and procedures involve risks. These risks include recalling or re-experiencing unpleasant memories and feelings, the possibility of increased stress related to participating in counseling, the possibility that my need for treatment may be more long-term than the program can provide, I could be involved in an auto accident or other accident if I am being provided transportation assistance from program staff, the confidentiality of my circumstances or treatment could be inadvertently revealed.
4. **Complications; Unforeseen Conditions; Results:** I am aware that in the practice of counseling, other unexpected risks or complications not discussed may occur. I also understand that during the course of the proposed treatment and procedure(s) unforeseen conditions may be revealed requiring the performance of additional procedures, and I authorize such procedures to be performed. I further acknowledge that no guarantees or promises have been made to me concerning the results of any procedure or treatment.
5. **Acknowledgments:** The available alternatives, some of which include psychiatric treatment with medication, peer support or other non-professional assistance; assistance in a faith based support program

may provide some of the same benefits. The benefits of these alternatives in a less structured approach to treatment and the potential for longer term involvement. I understand what has been discussed with me as well as the contents of this consent form, and have been given the opportunity to ask questions and have received satisfactory answers.

6. Consent to Procedure(s) and Treatment: Having read this form and talked with the counselors and case managers, my signature below acknowledges that: I voluntarily give my authorization and consent to the performance of the procedure(s) described above by my counselor and/or his/her trained associates.

Section B: Notice of Privacy Practices

Acknowledgement of Receipt of Notice of Privacy Practices

By signing this form, you acknowledge receipt of the *Notice of Privacy Practices* of Guinn Healthcare Technologies, LLC (GHT, LLC). Our *Notice of Privacy Practices* provides information about how we may use and disclose your protected health information. We encourage you to review it carefully. Our *Notice of Privacy Practices* is subject to change. If we change our Notice, you may obtain a copy of the revised Notice by making a request to your health care team.

Section C: Treatment Plan/Planning and Participation

Acknowledgement of Participation in Treatment Planning

By signing this form, you acknowledge that your counselor had discussed with you an initial plan of treatment, and that your participation in treatment is voluntary. You and your counselor may develop a more detailed plan at a future date if your case requires it. You further acknowledge that you are in agreement with the plan and that you understand that you may request to modify the plan at any time. Your request to modify the plan will be honored to the extent possible and practical within guidelines. In the event we are not able to meet your request for a changed plan of services, we will inform you of our limitations and refer you to other assistance as possible.

Section D: Acknowledgment and Consents

Permission to contact you

_____ *Section A:* I acknowledge providing voluntary general consent to behavioral health treatment and procedures.

Initials

_____ *Section B:* I acknowledge receipt of the *Notice of Privacy Practices* of GHT, LLC.

Initials

_____ *Section C:* I acknowledge participation in treatment planning.

Initials

_____ *Permission to Contact Me:* I grant permission to contact me as listed on the Demographic Sheet for GHT, LLC.

Initials

CLIENT SIGNATURE (or parent/guardian for minor)

DATE

CLIENT SOCIAL SECURITY #

STAFF SIGNATURE

DATE

Guinn Healthcare Technologies, LLC

Authorization to Release Confidential Information

I authorize Guinn Healthcare Technologies, LLC to disclose to and receive from:

Person/organization: (List name, address)

Person/organization: (List name, address)

the following information:

- my name and other personal identifying Information
- initial evaluation
- date of admission
- assessment results
- summary of treatment plan
- Other: (list)

- progress and compliance with treatment attendance
- date of discharge and discharge status
- discharge plan
- employment and training related information

The purpose of these disclosures is to enable the identified entities to provide or receive information related to assisting with treatment, evaluating and responding to participation and progress, determining my readiness/ability to participate in work, or other purposes. [Describe: _____]

For Substance Abuse Clients: I understand that my records are protected under the federal regulations governing Confidentiality of Alcohol and Drug Abuse Records, 42 CFR Part 2, and cannot be disclosed without my written consent unless otherwise provided for in the regulations. I also understand that, except for action already taken, I may rescind this consent at any time. If I do not rescind this consent, it expires automatically as follows:

- upon my termination from Guinn Healthcare Technologies, LLC Mental Health and Social Services Programs or three years from the date this consent is signed (whichever comes first)

For Mental Health Clients: I understand the contents to be released, the need for the information, and that there are statutes and regulations protecting the confidentiality of authorized information. I also understand that, except for action already taken, I may rescind this consent at any time. If I do not rescind this consent, it expires automatically as follows:

- upon my termination from Guinn Healthcare Technologies, LLC Mental Health and Social Services Programs or three years from the date this consent is signed (whichever comes first)

CLIENT SIGNATURE

DATE

CLIENT SOCIAL SECURITY #

STAFF SIGNATURE

DATE

END DATE (consents will expire 3 years from the date of client signature unless otherwise indicated)

To the party receiving this information: This information has been disclosed to you from records whose confidentiality is protected by federal law. Federal regulations (42CFR Part 2) prohibit you from making further disclosure of it without the specific written consent of the person to whom it pertains, or as otherwise permitted by such regulation. A general authorization for the release of medical or other information is not sufficient for this purpose.