



## Mankato Mental Health Associates, P.A.

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[www.mankatomentalhealth.com](http://www.mankatomentalhealth.com)

### **Informed Consent Information**

Your decision to seek mental health services was undoubtedly a challenging one arrived after considerable thought. Whether you were referred to us by your medical provider, urged to seek counseling by family or friends, or are reaching out because of problems and feelings only you know about, the decision to come here was yours. We congratulate you on taking this important step forward on your path to mental health recovery and are honored you are considering our clinic as your service provider.

The information below details the procedures and policy guidelines in place at Mankato Mental Health Associates, P.A. Clients requesting services are asked to read this information and to provide a signature that attests to your understanding and agreement with these policies and procedures.

### **ELIGIBILITY FOR SERVICES**

Our services are available to all individuals whether through self-pay or health insurance.

### **AVAILABLE SERVICES**

Individual, group, couples and family counseling.

If it is our assessment your treatment needs are outside the scope of services offered at this clinic, we will be happy to assist with referral to an alternate mental health provider. Psychological testing services are also available if this is recommended by the mental health professional. These services are available for children, adolescents and adults. There are no eligibility requirements for therapy. People may refer themselves for help or they may be referred by a physician, minister, school principal, attorney, employer, friends or family. Our mental health professionals have expertise in treatment of various mental health difficulties including, but not limited to, the following:

Adult, Adolescent, Child Therapy  
Individual, Group, Family Therapy  
Marriage, Couples, Life Partner Therapy

Dual Diagnosis (co-occurring substance abuse and mental health) Treatment  
Alcohol and Drug Abuse Treatment Follow-up  
Depression  
Stress Management  
Grief and Loss  
Mediation  
Custody, Property and Company Issues  
Animal Companion Loss  
Relationships, Family of Origin Challenges  
Anxiety and Coping Challenges  
Post-Traumatic Stress Disorder and Trauma Related Problems  
Psychological, Personality, Intellectual Assessment  
Sexual Assault, Sexual Abuse, Sexual Harassment Victim Support and Counseling  
Attention Deficit Hyperactivity Disorder  
Anorexia, Bulimia, Compulsive Behavior, Overeating, Binge Eating Disorders  
LGBTQIA Challenges  
Adjustment or Phase of Life Problems

### **Psychiatric medication management services:**

These services are provided by a board-certified Family Psychiatric Mental Health Nurse Practitioner as part of our holistic approach to mental health recovery. Should your medical condition be of complexity beyond the scope of a nurse practitioner, you will be provided referral information for a psychiatrist to further evaluate your treatment options. Currently these services are available for individuals 18 years of age or older.

### **CONFIDENTIALITY**

All communication between client and provider will be held in confidence and will not be revealed to anyone unless you (or a parent or guardian if you are under 18) give written authorization to release the information. Our treatment team meets weekly for consultation and your case may be discussed to provide the best care possible.

### **PLEASE NOTE: There are legal and ethical exceptions to confidentiality which require the provider take responsible action:**

A. When there is a clear and present danger of harm to yourself or another person. In these circumstances, we are legally required to take action to protect life. Thus, our actions may include, but are not limited to: arranging for voluntary or involuntary hospitalization or notifying law enforcement authorities and/or persons identified being at risk for harm.

B. In the case of apparent child abuse or abuse of a vulnerable adult. We are legally required to report the abuse to child protection services, law enforcement, or other appropriate county and/or state authorities.

C. In the event you are pregnant and a provider has reason to believe you are using a controlled substance (i.e. a drug) for non-medical purposes. State law requires this be reported to child protection services or to other appropriate county and/or state authorities.

D. In the event of a court order compelling information to be released.

E. In the case of an emergency.

F. When it otherwise must be reported by law.

## **RECORDS**

Records and treatment summaries are maintained for a minimum of ten years, after which they are destroyed. Upon written request, within that time period, we will provide a copy of your treatment summary and/or pertinent portions of your record to another mental health care provider or physician of your choice. If you request release of information to any other entity, we may request personal contact with you in addition to the written release. When release of records creates a safety risk for any individual or entity the law provides for restriction of records release based on an evaluation of the individual situation.

## **THE PROCESS**

● Counseling - a process by which people who are facing challenges in life enter into a relationship with a trained professional to gain greater insight into their situation. The function of Mankato Mental Health Associates is to help resolve problem areas in life and to develop more effective ways of responding to life challenges. Your therapist will be an understanding person who is interested in helping you work through your emotional distress. It is the function of the therapist to listen, understand, and to be helpful to the fullest extent of his or her professional training. It is the client's responsibility to help the therapist understand the life situation, thoughts, feelings and to have the courage to try to master problem areas. Counselors do not give advice or make decisions for their clients. Their role is to ask questions and make comments to help clients understand oneself more fully, make effective choices and become more self-reliant. The counseling process may entail emotional pain, stress and life change. Although counseling helps most people, it is not always or completely effective.

● Psychiatric medication management – for some people psychiatric medications can play a beneficial role in mental health recovery. This process includes an initial evaluation of psychiatric symptoms and treatment goals, medical history, psychosocial stressors, lifestyle choices, substance use/dependence, and previous medication trials. The provider will also access a history of prescriptions you have filled from other providers to ensure that drug interactions are monitored. By participating in medication management services, you are authorizing the provider to obtain external prescription information by any means, including electronic. If it seems that medications may be of assistance, the Nurse Practitioner will work with you to create a medication plan that optimizes benefit while minimizing potential adverse medication effects. As with any medication, those medications used for treatment of mental health symptoms carry

both the possibility of great benefit and the risk of adverse effects. While your provider will review these risks and benefits with you, it is impossible to predict how an individual will react to a particular medication. It is always the patient's decision whether or not to utilize medications to aid in the treatment of mental health.

## **CRISIS INFORMATION**

Our clinic does not offer after hours mental health crisis management services. As part of your mental health treatment plan, community options for mental health crisis management will be discussed on an individual basis. We encourage you to utilize the following resources should you require mental health assistance after normal business hours.

**South Central Crisis Center 24 hour Crisis/Warm Line**  
**1-877-399-3040 or (507) 344-0621**  
**911**  
**Your nearest emergency room.**  
**You can also text to 741741**

## **CHANGING/FAILED APPOINTMENTS**

If it is necessary to change or cancel your appointment, please call the office at least 24 hours in advance. However, we want to stress that a casual attitude toward keeping appointments can significantly hinder the therapeutic process. If you fail to attend a scheduled appointment or cancel less than 24 hours in advance you may be charged up to a \$100 fee as that time was reserved for you on your provider's schedule. Health insurance plans do not pay for failed appointments and you will be responsible for this fee.

## **GIFTS**

Because this is a professional relationship, gifts cannot be accepted by mental health providers.

## **THERAPY DOG**

Please be aware we have a therapy dog in the office on most Tuesdays and Fridays. He may at times greet our clients and spend time in the waiting area, although he spends most of his time in Marlae's office. If you have allergies or are not comfortable with dogs, please inform your provider so you can be scheduled on other days. Therapy dogs are required to be up to date on all their vaccinations, copies of which can be made available upon request.

## **SERVICE ANIMALS**

Service animals are permitted in our office. In order to meet the needs of all individuals for whom we provide services, it is the policy of this clinic that all animals other than those meeting the legal definition of Service Animal are not permitted. Per Minnesota law, service animals are defined as dogs that are individually trained to do work or perform tasks for people with disabilities that are

directly related to the person's disability. Service animals are working animals, not pets. An animal whose sole function is to provide comfort or emotional support does not qualify as a service animal.

If you would like additional information regarding definitions and rights, please reference the following website: <https://mn.gov/mdhr/yourrights/what-is-protected/service-animals/>

## **SOCIAL MEDIA POLICY/COMMUNICATION METHODS**

Never use social media, email, text message, or voice mail to notify us you are having a mental health emergency. If you are having a mental health emergency call 911 or go to the nearest emergency department.

As new technology develops and the internet changes, there may be times when we need to update this policy. If we do so, we will notify you in writing of any policy changes and ensure you have a copy of the updated policy.

We do not accept friend or contact requests from current or former clients on any social networking site (Facebook, LinkedIn, etc.). We believe that adding clients as friends or contacts on these sites can compromise your confidentiality and our respective privacy. It may also blur the boundaries of our therapeutic relationship.

Please do not use SMS (mobile phone text messaging) or messaging on social networking sites to contact us. These sites are not secure and we may not read these messages in a timely fashion. Do not use social media postings or other internet-based means of engaging with us in public online if we have an already established client/therapist relationship. Engaging with us this way could compromise your confidentiality. It may also create the possibility that these exchanges become a part of your legal medical record and will need to be documented and archived in your chart.

If you need to contact us between sessions, the best way to do so is by phone. Direct email at [mankatomenalhealth@gmail.com](mailto:mankatomenalhealth@gmail.com) is second best for quick, administrative issues such as changing appointment times.

We prefer using email only to arrange or modify appointments. Please do not email us content related to your therapy sessions, as email is not completely secure or confidential. If you choose to communicate with us by email, be aware that all emails are retained in the logs of 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 service provider. You should also know that any emails we receive from you and any responses we send to you become a part of your legal record.

## **BUSINESS REVIEW SITES**

You may find our clinic on sites such as Yelp, Healthgrades, Yahoo, Local, Bing or other places which list businesses. Some of these sites include forums in which users rate their providers and add reviews. Many of these sites comb search engines for business listings and automatically add listings regardless of whether the business has added itself to the site. If you should find our listing on any of these sites, please know that our listing is NOT a request for a testimonial, rating or endorsement from you as our client.

Of course, you have a right to express yourself on any site you wish. But due to confidentiality, we cannot respond to any review on any of these sites whether it is positive or negative. We urge you to take your own privacy as seriously as we take our commitment of confidentiality to you. You should also be aware that if you are using these sites to communicate indirectly with us about your feelings about our work, there is a good possibility that we may never see it. If we are working together, we hope that you will bring your feelings and reactions to our work directly into the therapy process. This can be an important part of therapy, even if you decide we are not a good fit. None of this is meant to keep you from sharing that you are in therapy wherever and with whomever you like.

If you feel we have done something harmful or unethical and you do not feel comfortable discussing it with your mental health provider directly, you can contact the Board of Psychology, the Board of Marriage and Family Therapy, the Board of Nursing, or the Board of Behavioral Health and Therapy, which oversee licensing and they will review the services we have provided.

## **PAYMENT POLICY CHARGES AND FEES**

It is our mission to help you improve the quality of your life and will do what we can to help you understand the financial end of receiving treatment. You are responsible to check with your insurance about coverage for outpatient mental health services. It is your responsibility to pay the co-pay or coinsurance for each visit at the time of the appointment. Depending on your insurance plan you may be responsible to pay a portion of the fees associated with the services we provide to you.

If you find you are having a hard time making payments, we encourage you to set up a monthly payment plan with our Business Manager. The Financial Payment Form is an agreement for you to make specific payments to your account. If your account becomes delinquent, we may refer this to an outside collection agency. Information released to the collection agency is your name, address, phone number, and amount due. No clinical records are released to them.

**Current Fees for Psychotherapy/Counseling Services:**

Initial Psychological Intake	\$300
Individual Therapy (30 Minutes)	\$100
Individual Therapy (45 Minutes)	\$150
Individual Therapy (60 Minutes)	\$200
Family/Couples Therapy	\$200
With Two Therapists	\$320.00
Group Therapy	\$85.00
Consultation	\$350.00/hour
Interactive Complexity Add-on: this may be billed in more complicated therapy sessions, including using translation services, EMDR, or play therapy	\$25.00
Psychological Tests: billed on a per test basis Paperwork (e.g., court, disability hearings, and similar needs)	\$350/hour

**Current Fees for Medication Management Services:**

Medication management rates are based on Evaluation and Management Coding as mandated for use in 2013 by the American Medical Association and are based on the complexity of factors involved in your care and/or time spent with the provider. Rates range as follows:

New Client				
\$90.00	\$150.00	\$230.00	\$350.00	\$420.00
Established Client				
\$50.00	\$90.00	\$140.00	\$190.00	\$270.00

It is our goal to provide you with compassionate and skilled mental health services. Your understanding and adherence to the above guidelines will help us to provide you with the best possible care. If you have questions or concerns about any of the above information, please discuss them with your mental health provider.