



## Gyan Psyche Mental Health Services Informed Consent Form (Adult)

This form collects basic details of the person availing psychotherapy (client). Psychotherapy is a treatment modality for those individuals experiencing psychological disturbances. In the process, the therapist and the client form a professional relationship to help the client develop insight and learn strategies to deal with the issues. Since the sessions are conducted online, this service is not suitable for individuals in need of acute care such as those with active suicidal/homicidal ideas/plans. It is suggested that such clients receive in-patient care from a mental health facility. All the clients have to read and sign the consent form. It has to be sent to the therapist before the commencement of therapy.

### Client details

Name:

Age:

Gender:

Address:

Emergency contact person details (please keep this person informed that you are undergoing therapy)

Name:

Relation to the client:

Contact number:

By signing this consent form, the client understands and agrees to the following:

Conduct and structure of the session

- The client should have stable and high-speed internet connectivity. This will ensure the smooth conduct of the session.
- The application used for the therapy (Zoom) should be downloaded and installed preferably on a personal laptop. The client should read and understand the privacy and encryption policies of the application before the first session.
- The therapist and the client will not record any of the sessions in any form to ensure confidentiality.
- The therapist and the client should ensure privacy during the session. The client should ensure that no one else observes or listens to the session. Family sessions, if required, will be arranged separately.
- The first session will be consultation session which will last for 70-90 minutes. In this session the therapist aims to understand the client's problem, check the suitability of the client for online therapy and make a treatment plan.
- A typical therapy session would last for 45-50 minutes in length and is conducted once a week. However, depending on the severity of the problem being addressed this may vary.

#### Confidentiality

- All the information shared by the client will be kept confidential.
- However, if the client shares or the therapist feels that there is a threat of self-harm, to ensure the client's safety, the therapist would contact the emergency contact number provided by the client.
- If the client discloses or the therapist doubts any intent to harm others (homicidal ideas), the therapist is bound to report the same to legal authorities.
- If the client discloses or the therapist doubts any abuse, the therapist is bound to follow the rules for reporting the incident as per the law of the land.
- The therapist is required to maintain therapy notes which will be kept confidential. However, the same will be produced in the court if asked for, as per the law of the land.

#### Distress during therapy

- Since the client might be sharing personal matters with the therapist, the client may experience unpleasant emotions. This is expected and the therapist will do the best to help the client deal with the same in sessions.

#### Professional fees and cancellation policy

- The fee for the first session, which will be a consultation session, is INR 500/- . In this session the therapist will take a detailed history of the client, check the suitability of the client for online therapy and share a therapy plan. The client can clarify doubts about the conduct of the sessions or therapy, if any. The duration of the first (consultation session) will be 30 minutes.
- The per session fee for the subsequent therapy sessions would be at a rate agreed by both parties/- . The duration of these sessions will be 45 – 60 minutes.
- The fee should be paid at the time of appointment booking.
- Appointment cancellation should be made 48 hours in advance, failing which the session will be charged as usual. In all other cases, the session can be rescheduled to another date and time as per both parties' convenience. This is done to ensure client's adherence to therapy. Since there would be a waiting period to get appointments, this will help reassign the time to someone else in need.
- However, if the session cannot be conducted due to poor connectivity from either of the parties' side the session will be rescheduled without any extra charges.
- The client is requested to be present for the session on time to benefit from an entire session. If the client is late for the appointment the session will be conducted only for the remaining time and will not be extended.
- Rescheduling by the therapist will be communicated in advance and will not be charged.

#### Contacting the therapist outside sessions hours

- The therapist should be contacted in between the sessions only to inform about the cancellation or rescheduling of the sessions. For this purpose, the therapist should be reached between the working hours, 9 AM to 8 PM (IST) only.
- All the other matters should be discussed in the session only.

#### Referral

- If the therapist feels that the nature of the problem lies outside the therapist's expertise, then a suitable referral will be suggested to the client.
- Similarly, if the client feels that the therapy is not beneficial even after a minimum number of sessions, the client can ask for another referral.

#### Discontinuation of therapy

- The client can discontinue the therapy at any time.

- Therapist can discontinue the therapy if there is an irregularity in sessions, pending payment, a crisis that can't be dealt with online or if the therapist feels that the problem lies beyond their area of expertise and would be better handled by another professional. The client should seek help from the nearest available mental health facility in the event of a crisis.

Client's signature:

Date:

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