

PSYCHIATRIST-CLIENT SERVICE AGREEMENT

Welcome to Contemplative Medicine. This document contains important information about professional services and business policies. When you sign this document, it will also represent an agreement between us. We can discuss any questions you have when you sign them or at any time in the future.

ABOUT TARA BELSARE, MD: Both of Tara Belsare's parents are from India. She grew up in Mt. Pleasant, Iowa, which is a small town about an hour south of Iowa City. Her undergraduate degree is a B.A. in Neurobiology from the University of California at Berkeley. Her M.D. is from the University of Iowa, Carver School of Medicine. Her internship and residency were with Thomas Jefferson University Hospitals in Philadelphia, PA. She has worked for the State of NY, Greater Binghamton Health Center, Catholic Charities, and CTRC (Community Treatment Recovery Center) for over 10 years. Contemplative Medicine was established in May of 2014 to allow a more holistic, relaxed pace of contact with clients. It allows her to practice psychiatry the way she thinks best. Since she left state employment, she has been working part time for the Addiction Center of Broome County(ACBC). In her own path, she has found that the work that she did on herself was ultimately the deciding factor in her progress. As such, she seeks to share the tools she found helpful, including meditation and mindfulness techniques with her clients. For example I wrote about the technique I used to overcome Cigarette Cravings in the book, "Kick the Craving: Your Guide to Freedom" (Available on Amazon). Our individual spiritual journey is of great importance alongside our paths to emotional wellbeing - as are good nutrition and exercise. Our relationships provide a forum in which we can demonstrate our strengths and challenges. Our conflicts in relationships can inform treatment directions.

ABOUT DEIRDRE EBERHART, LMSW: Deirdre received her Master of Social Work degree from Binghamton University. She has been practicing mental health therapy for over nine years. Deirdre specializes in anxiety, LGBTQAI+ issues, depression, trauma, and substance abuse. She has a special understanding of the challenges facing young people in our society. She has had significant success helping individuals with existential crisis, transitional stress, and low self-esteem. She utilizes many methodologies including meditation, hypnotherapy, EMDR (for trauma), and cognitive-behavioral therapy.

ABOUT REBEKAH JAMISON, LMSW: Rebekah was born into a Scottish family with deep sensitivity and spiritual gifts. Over twenty years ago, she was drawn to the holistic healing arts when I began my search for personal healing and truth. This search has inspired her to live in ashrams, engage in a wide range of direct spiritual practices including meditation, mantra recitation, traditional Native American sweat lodges and ceremonies, engage with shamans, and begin to learn the arts herself.

Rebekah is a Reiki master practitioner and shamanic healer who has been in practice for ten years. Rebekah graduated from the Binghamton University College of Public

Affairs in 2017. She specializes in adolescent addiction and mental health. She is passionate about working with youth but also working with adults. She creates an environment of unconditional positive regard while incorporating evidence based practices, holistic practices, irreverent communication, and a sense of humor. If you are interested in healing work and/or have any further questions, please contact Becky at 607-238-7023, for a consultation.

ABOUT LYNNE THEOPHANIS, LMSW: Lynne has a Master's degree in Social Work from Binghamton University. She also works at the Southern Tier Aids Program as the Behavioral Health Coordinator and Educator. She approaches her work with individuals as a collaborative endeavor to create an environment where being authentic and vulnerable is encouraged and honored. She has specialized training in EMDR, ART, and LGBTQQ + Affirmative Cognitive Behavioral Therapy.

ABOUT SANDRA SULLIVAN, LMSW: Sandra grew up here locally, in Binghamton NY. I received my Master of Social Work degree from Binghamton University. She has been working in the field of Families and Youth for 15 years and currently works for Hillside Family of Agencies in addition to Contemplative Medicine. Sandra also has a background in Addiction and Recovery. She comes from a family of people who have had and have struggled with mental health and addiction issues and have recovered. She believes in the effective nature of utilizing a narrative approach and working through issues using cognitive behavioral therapy(cbt). She looks forward to meeting new clients and to help them progress in the areas of their life they want help in. As long as the client wants the help, she is willing to meet them wherever they're at.

PSYCHOLOGICAL SERVICES: A comprehensive psychological assessment is part of your treatment here. The frequency of your therapy visits will be determined based upon your need. If you have your own therapist, that is fine. We will have you sign consent for release of information for your therapist.

Therapy is a relationship between people that works in part because of clearly defined rights and responsibilities held by each person. Therapy is available from Dr. Belsare, Deirdre Eberhart - LMSW, Rebekah Jamison - LMSW, Lynne Theophanis - LMSW, Sandi Sullivan, LMSW.

Psychotherapy has both benefits and risks. Risks may include experiencing uncomfortable feelings such as sadness, guilt, anxiety, anger, frustration, loneliness and helplessness, because the process of psychotherapy often requires discussing unpleasant aspects of your life. However, psychotherapy has been shown to have benefits for individuals who undertake it. Therapy often leads to a significant reduction in feelings of distress, increased satisfaction in interpersonal relationships, greater personal awareness and insight, increased skills for managing stress and resolutions to specific problems. But, there are no guarantees about what will happen. Psychotherapy requires a very active effort on your part. In order to be most successful, you will have to work on

things discussed outside of sessions.

MEDICATIONS: If we agree that your symptoms would be benefitted by medications, I will review the available options with you. We will discuss the symptoms, which we wish to treat, and the possible side effects of the medication. If we decide to proceed, it is your responsibility to take the medications as prescribed. They cannot work to full effect unless they are taken as recommended. Most individuals tolerate the newer medications free from side effects. Feel free to call me with any concerns. If you develop a new rash – stop the medication, take Benadryl 25mg over the counter, and call me. If you have difficulty breathing or your throat feels tight this means you have a serious, though very rare, allergy called anaphylaxis, call 911 and go to an emergency room at once. Once again, this is very rare. Medications can restore us to functioning and renew feelings of peace and ease with life. But we must weigh options with open-mindedness.

LABORATORY EVALUATIONS: Some medications require routine laboratory evaluations. In these cases, I will give you an order slip. Please follow the directions at the bottom of the back page on this order slip. Take the order slip to the Outpatient Laboratory of any hospital, get your lab work done, and then treat yourself to something healthy and nice. You deserve it! They will send me the results. Buprenorphine also requires in office testing for recreational substance abuse. If you test positive, we will need to discuss how we can get you back on track. It will not end your treatment. However, if you falsify testing, that is grounds for dismissal from the clinic. These tests may be observed urine drug screens or saliva testing; whichever is more appropriate at the time.

A list of laboratories is provided below

Lourdes Lab Service Locations

169 Riverside Drive, Binghamton, NY
13905

Phone: 607-798-5111

26 South Washington Street,
Binghamton, NY 13903

Phone: 607-798-5723

415 East Main Street, Endicott, NY
13760

Phone: 607-785-2460

1130 Upper Front Street, Binghamton,
NY 13901

Phone: 607-772-2995

303 Main Street, Binghamton, NY 13905

Phone: 607-798-8058

500 5th Avenue, Owego, NY 13827

Phone: 607-687-1122

3101 Shippers Road, Suite 103, Vestal,
NY 13850

Phone: 607-798-5723

UHS Hospitals Laboratories

33 Harrison Street, Johnson City, NY

(607) 763-6151 · uhs.net

UHS Binghamton General Hospital
10-42 Mitchell Avenue,
Binghamton, NY
(607) 762-2200 · uhs.net ·

UHS Hospitals Laboratories
20 Mitchell Avenue, Binghamton, NY
(607) 762-2361

UHS Wilson Medical Center
33-57 Harrison Street, Johnson City, NY
(607) 763-6000 · uhs.net

Binghamton VA Outpatient Clinic
425 Robinson Street, Binghamton, NY
(607) 772-9100 · va.gov

For saliva drug testing:

Millennium Health Laboratory
www.millenniumhealth.com/
16981 Via Tazon,
San Diego, CA 92127
(858) 451-3535

APPOINTMENTS

The time scheduled for your appointment is assigned to you and you alone. If you are not there, you are keeping me from seeing other people in need. If you need to cancel or reschedule a session, please provide 24 hours notice.

NO SHOW

For appointments which you do not attend with no previous notification, a charge equal to the full cost of the visit (\$95-\$175) will be incurred. There will be no medication renewals for no show appointments. You have wasted my time, don't expect me to take special time out of my schedule to meet your needs. "I forgot." – or "I overslept." -are not acceptable excuses.

LATE CANCELATIONS

If you cancel your appointment for any reason with less than 24 hours notice, a charge of \$50 will be incurred. If your absence is for reasons beyond your control – for example, if you are hospitalized, have a motor vehicle accident, or a death in the family at the time of your appointment, please bring proof of that situation to your next appointment. If your reason is proven to be beyond your control, the fee will be waived.

APPROPRIATELY CANCELLED APPOINTMENTS

If you cancel your appointment with greater than 24 hours notice, this is fine. There will of course, be no charge in that case. If you feel that there has been a scheduling error on our part, please bring your last appointment card to your next clinic visit. If we messed up your scheduled appointment without letting you know, your next session is free.

SCHEDULING: You can schedule by calling 607-215-1705. You may also text this number. Please understand however that a text is not privacy (HIPAA) protected. You can always text the 607-282-5473 text reminder number. However, please refrain from calling this number. It is hard to get the call and/or difficult to hear on this line.

PROFESSIONAL FEES : For initial Evaluations (2.5 hours), the charge is \$450. If you

are not admitted, there is no charge. This is split into 2 appointments:

- 1) 1/2 hour screening with frontdesk, this consists of paperwork and a \$50 deposit.
- 2) 2 hour intake with Deirdre Eberhart, LMSW, Rebekah Jamison, LMSW, Evan Lowe, LMSW, Lynne Theophanis, LMSW, or Dr Tara Belsare (If time in her schedule permits this). At this appointment you will have your psychiatric/psychological evaluation. The cost of that appointment is \$400.

All follow up appointments with Dr. Belsare are \$175, regardless of the length. Follow up appointments are scheduled for an hour with any of our LMSW's are \$95. Certain therapies require an hour and a half to do the session (such as EMDR or ART), and are billed the same.

We are no longer admitting Suboxone patients in this clinic. Please seek out this service at the Addiction Center Of Broome County (ACBC). 607-723-7308. The phone number there is 607-797-0680. Dr. Victor Idehosa in Waverly, NY accepts medicare/Medicaid patients for Buprenorphine. His phone number is 607-821-2444.

You are responsible for paying at the time of your session unless prior arrangements have been made. Payment must be made by cash, check, or credit card. If you have a FSA or HRA account and there is a card for it, It accepts it the same as any Debit/Credit Card, as long as funds are on the account.

INSURANCE:

We do not accept any insurance. You will be supplied with a receipt of payment for services, which you can submit to your insurance company for reimbursement. Please note that not all insurance companies reimburse for out-of-network providers. If you prefer to use a participating provider, please consult with your insurance company. Also, **we cannot accept clients who have Medicare or Medicaid at this private practice.** We are very sorry about this. CTRC, the Community Treatment and Recovery Center, provides psychiatric and psychological services to Medicare, Medicaid, and all individuals who have difficulty with private pay. **PROFESSIONAL RECORDS:**

We are required to keep appropriate records of the services provided. Your records are maintained in a secure location in a locked cabinet. They are brief records, noting that you were here, your reasons for seeking therapy, the goals and progress we set for treatment, your diagnosis, topics we discussed, your medical, social, and treatment history, records I received from other providers, and your billing records. Except in unusual circumstances that involve danger to yourself, you have the right to a copy of your file. Because these are professional records, they may be misinterpreted and/or upsetting to untrained readers. For this reason, I recommend that you initially review them with one of us present, or have them forwarded to another mental health professional to discuss the contents. If your request for access to your records is refused,

you have a right to have this decision reviewed by another mental health professional. You also have the right to request that a copy of your file be made available to any other health care provider at your written request.

CONFIDENTIALITY: Notice of Privacy Practices

You have the right to:

- Get a copy of your paper or electronic medical record unless doing so will harm you
- Request that we correct your paper or electronic medical record
- Request confidential communication
- Ask us to limit the information we share
- Get a list of those with whom we've shared your information
- Get a copy of this privacy notice
- Choose someone to act for you
- File a complaint if you believe your privacy rights have been violated

You have some choices in the way that we use and share information as we:

- Tell family and friends about your condition
- Provide disaster relief
- Provide mental health care
- Your information will not be used to market our services
- We never sell your information
- Your information will not be used to raise funds

We may use and share your information with your consent in order to:

- Treat you
- Run our organization
- Bill for your services
- Help with public health and safety issues
- Do research – with your signed consent only
- Comply with the law
- Respond to organ and tissue donation requests
- Work with a medical examiner or funeral director
- Address workers' compensation, law enforcement, and other government requests
- I never market or sell personal information.
- Respond to lawsuits and legal actions

This agreement is in effect as soon as you sign it, and has been updated on November 22nd, 2019. If you have any questions or issues, you may contact me, Dr. Tara Belsare, or the office at 607-215-1705.

You have been provided with a copy of this document and we have discussed these issues, as you desire. Please remember that you may reopen the conversation at any time during our work together.

CONTACTING ME: You may contact us by phone or text (a text is NOT confidential or HIPAA protected) (607)215-1705 or alternatively at email: Tbelsare@psychiatry.life. At these times, you may leave a message on voicemail, or with our office staff and your call will be returned as soon as possible, but it may take a day or two for non-urgent matters. If you would like to have a HIPAA protected way to contact us, please let Dr Belsare know at your first appointment. You can always reach our Office Manager, Cara Munck or our Public Relations Specialist, and Parenting Coach Jinny Tauss M.S.W by calling the office phone at (607)215-1705, emailing Frontdesk1@psychiatry.life, or texting our computer texting number (used for reminders and easy/quick communication when in the office) at (607)282-5473. Please do not ever leave urgent information on voicemail. If, for any number of unforeseen reasons, you do not hear back or we are unable to reach you, and you feel you cannot wait for a return call or if you feel unable to keep yourself safe, 1. Call CPEP crisis hotline, **607-760-2302 or 800-451-0560** or the Suicide Prevention Hotline **1-800-273-8255** 2. Go to your Local Hospital Emergency Room, or 3. Call 911.

OTHER RIGHTS: If you are unhappy with what is happening, I hope you will talk with us so that we can respond to your concerns. Such comments will be taken seriously and handled with care and respect. You are free to end treatment at any time. You have the right to considerate, safe and respectful care, without discrimination as to race, ethnicity, color, gender, sexual orientation, age, religion, national origin, or source of payment. You have the right to ask questions about any aspects of treatment and about my specific training and experience. You have the right to expect that we will not have any sexual relationships with clients or with former clients.

We look forward to joining you on the journey of recovery!

Tara Belsare, MD

Donald Doornbos, LCSW-R

Deirdre Eberhart, LMSW

Rebekah Jamison, LMSW

Lynne Theophanis, LMSW

Sandi Sullivan, LMSW

Cara Munck, Office Manager

Christie Karis, Receptionist

CONSENT TO PSYCHOTHERAPY and PSYCHIATRIC TREATMENT Your signature below indicates that you have read this **Informed Consent Document** (revised 11/20/2020) which includes the Notice of Privacy Practices and agree to the stated terms. Also, that you have been provided a copy of the document. And finally, **you affirm that you do not have Medicare or Medicaid insurance.**

Signature of Patient/ Date

Printed Name of Patient