

MENTAL HEALTH SERVICES

INTRODUCTION TO TREATMENT

Please read carefully and sign.

Our help is conditional: In our training and experiences, we have specialized in understanding and assisting people with all kinds of problems. We will assist you in your struggles by offering: Insight, support, encouragement, hope, applause, tips, and techniques. We will strongly enforce your taking full responsibility for your thoughts, feelings, actions and behaviors. We will not fix your problems for you, but will help you in your attempts to solve the problem(s).

Confidentiality: We can not and will not release any information about you or your situation without your signed informed consent. You are protected and entitled to full and confidential communication with us. There are two exceptions to this. First, that we are bound by a "Duty to warn" to protect you and others. If you threaten to harm yourself or someone else, we are bound by law to inform the police. They can arrest you or place you in secure custody if the danger warrants it. Second, we are required to report to authorities, for investigation, any evidence of child abuse or neglect.

Treatment Services: Psychotherapy is provided to individuals, couples, families, or groups depending on the best therapeutic process available. Treatment plans will be established and reviewed by the consulting psychiatrist to assess the best possible treatment and direction for the psychotherapy. Individuals have the right to request a consultation with the consulting psychiatrist or psychologist.

Stopping, ending or terminating your sessions: Each client/patient comes here with his/her own unique set of circumstances. The purpose and goals of treatment, as well as the type and length of treatment will therefore vary with each person. Your active participation in your treatment is important and no decision about your treatment will be made without your involvement. It is therefore important that you openly discuss your expectations, concerns or question regarding your treatment with your therapist. Also, it is up to you to decide if you will continue with your appointments. It is your choice and responsibility (Unless court ordered) to attend the appointments. If you want to stop for any reason – you can. If you want to discuss discontinuing the sessions, we may have some recommendations about when or how you stop, which may be helpful. We do want to be a resource for you, and want you to feel that you are welcome back at any time or as many times as needed.

Not showing up for appointments: Our time and expertise is all we have to offer to you and others. If you can not make your scheduled appointment, please inform us 24 hours in advance. We are comfortable with cancellations or re-scheduling of appointments. No-shows do freeze that allotted time slot so that others can not use it. There are times when another appointment can be made or filled in, with some advanced notice. Please call !

Clinic hours: The clinic hours are from 8:00 a.m. to 4:30 p.m. Monday through Friday. Clients are seen on an appointment only basis, however walk-ins are accepted if a provider is available. In the event of an emergency, please call Central Communications – 799-3881, ask for the Mental Health Worker. Central may need to assess the type of services needed, if mental health, they will page the “On-call” Mental Health Worker. They will respond by phone or in person to provide the needed service at that time.

Client rights and grievance procedure: The Menominee Tribal Clinic utilizes a complaint procedure for the public to use to express their dissatisfaction with services rendered. A complaint may be made to the Mental Health Services’ Director or the Health Administrator. You will be requested to complete a complaint form and register the form with the Mental Health Director or Health Administrator. Participants not satisfied with the response can appeal the decision to the Health Committee and be heard in accordance with the Tribal Clinic and Tribe’s complaint procedure.

Cost for services and MA or Insurance billing: The charge for a fifty minute individual session is \$174.00; a couple or family session is \$144.00; a ninety minute group session is \$76.00 per individual; the cost for a psychiatric evaluation is \$184.00; and follow-up visits (medication checks) are \$55.00. As a state-certified mental health clinic, the Menominee Tribal Clinic is eligible for the mandated insurance benefits. It is strongly recommended that prior to beginning treatment, you contact your insurance or medical assistance provider to determine what services are covered for outpatient mental health services. You may need to pre-authorize your visits for them to be covered, such as with an HMO (which may be through you medical assistance provider). Some require special claim forms that you need to provide to us. As a service to you, we will submit insurance claims to your insurance carrier, but you are responsible for payment of the charges not paid by your insurance.

Direct health care services can be provided to eligible Native American individuals without being responsible for billable charges. A person is eligible if he/she provides Tribal or B.I.A. documentation of Indian descent.

Below is a summary of what you have just read. Please review and sign below.

1. Client responsibilities relating to treatment
2. Confidentiality of client information
3. Treatment services
4. Stopping, ending, or terminating your sessions
5. No-showing for appointment – 24 advance notice.
6. Clinic hours
7. Client rights and grievance procedure
8. Cost for services (Medical Assistance / Insurance billing)

This is to acknowledge that I have been provided, both orally and in writing, and understand the information above:

Client’s Signature (age 12 and over)

Date

Legal Guardian’s Signature (if client is under age 18)

Date