

INFORMED CONSENT FOR TELEPSYCHOLOGICAL SERVICES

- The following agreement is made by and between Katz Counseling and Educational Psychology, Inc. (KCEP) (the psychological service provider) and the client (or their legal guardian, if applicable).
- Telepsychology services provided by KCEP utilize video-conferencing through HIPAA Compliant telemedicine solutions, GoToMeeting by LogMeIn, Inc and Doxy.me, LLC.
 - The video-conference service has its own separate user agreements and privacy policy that is independent from KCEP.
 - While GoToMeeting and Doxy.me are secure and HIPAA compliant websites for telehealth, video-conference websites often utilize personal information such as demographics for business purposes and data sharing. By signing this agreement with KCEP, the client agrees that they have read, understood, and agree to the terms of use set forth by GoToMeeting by LogMeIn, Inc and Doxy.me, LLC. Additionally, the client understands and agrees that KCEP is not responsible for GoToMeeting by LogMeIn, Inc.'s and Doxy.me, LLC's user and privacy agreements.
- Confidentiality still applies for telepsychology services. It is agreed that neither KCEP nor the client will record the session. Any recordings made of the sessions will be considered unauthorized and are considered illegal. Additionally, the client agrees that they will not record, reproduce or publish copies of the copyrighted material used during the course of psychological services.
- The client will receive information explaining how to use Doxy.me and GoToMeeting. The client agrees to create any necessary logins for GoToMeeting or Doxy.me as necessary, before their session starts. Additionally, if the client has any questions about how to use the site, they must contact the office at least 30 minutes prior to their scheduled session.
- The client will need to use a computer with a webcam and microphone or a smartphone during the session. The client agrees to enable both the video and microphone for use on their chosen device. Additionally, a strong internet connection is necessary.
 - KCEP is not responsible for the poor video or audio quality that may occur during a telepsychology session.
 - In the case that technical errors prevent the completion of the session through video-conference, the client may complete the remainder of their session time via telephonic conference. However, it is important to note that while video-conferencing may be covered by insurance, telephone conferences may not be. As such, this telephonic service may not be billable to insurance.
- The client agrees to utilize a quiet, private space that is free of distractions during the session.
- The client agrees to use a secure internet connection rather than public Wi-Fi to help ensure their own privacy.

- The client is encouraged to be on time. If the client needs to cancel or change their telepsychology appointment, the client must notify KCEP in advance by phone or email. The 24-hour cancellation policy, which is described in the KCEP financial agreement remains in effect for telepsychology sessions.
- The client is required to provide the following information for each call:
 - The client's location, which MUST be in the state of Florida
 - A phone number where the client can be reached
 - An emergency contact (including name and phone number)
- If your individual provider with KCEP is an in-network provider for the client's health insurance, the client is responsible for confirming with their insurance company that the telehealth sessions will be reimbursed; if they are not reimbursed, the client assumes financial responsibility for the full payment of the service.
- KCEP is not responsible for the disclosure of personal information or any privacy breaches that may come with the use of telepsychology due to the increased risk of breach that comes from use of this platform. As such, the client agrees to indemnify and hold harmless KCEP from any personal disclosures or privacy breaches that result from the use of telepsychology services. The client has the right at anytime to request the discontinued use of telepsychology services.
- Standard evaluations, interventions and test administration will be modified to accommodate the telehealth format. This may affect results in ways that are so far unknown. Additionally, culturally and linguistically diverse populations may be more impacted by the limitations of this telehealth format of services.
- Modification in evaluations and test administration has the potential to reduce confidence in the diagnostic conclusions and recommendations for treatment.
- Involvement of a third-party (i.e., involvement of an emergency contact or test facilitator) in the telehealth sessions may add additional concerns about the impact of observation on performance.
- Telepsychology services cannot be used for emergency or risk management services since providers cannot enact a Baker Act for a client that is not physically present with the provider. The service provider may determine that, due to certain circumstances (i.e., emergencies and crisis), telepsychology is no longer appropriate and that sessions should be resumed in-person. If the client is in an emergency situation or crisis, the client will be responsible for immediately calling 911 or going to their nearest emergency room. Additionally, the client may go to a community mental health receiving facility such as SalusCare, Park Royal Hospital, or the David Lawrence Center. If in-person sessions are not available at an appropriate frequency for the stability of the client's mental health and safety, the client may be referred to a higher level of care outside of the KCEP practice.

Client Name:

Date:

Signature of Client/Client's Legal Representative:

Contact Information

Client Information

First Name

Last Name

Cell Phone

Address

Address 2

Please list the address(es) you will be located at during sessions.

Emergency Contact

First Name

Last Name

Cell Phone

Please list an emergency contact, who you give permission for KCEP to share information with when an emergency is suspected.