Registration Form
Rosemarie Calleros, Ph.D., LMFT
Tel. 949-916-8271 CA Lic. PSY12881 LMFT18234

Street Address  City  State  State  Zip  Date of Birth  Marital Status  Occupation  Work Phone  Home Phone  Cell Phone  Cell Phone  Relationship  Phone  INSURANCE INFORMATION-Please include a photocopy of front and back of your insurance card with this registration form Primary Insurance Co  Ins Co Phone  Subscriber Name  Subscriber Date of Birth  Relationship to Patient  Subscriber Social Security  Effective Date of Policy  Subscriber(s)  Effective Date of Policy  Effective Date of Policy  Subscriber(s)  Authorization Number(s)	Street Address  City  State  State  Zip  Date of Birth  Sex M F  Marital Status  Occupation  Work Phone  Home Phone  Cell Phone  Email  Phone  Email  Work Phone  If Minor, Legal Guardian:  Emergency Contact  Relationship  Phone  INSURANCE INFORMATION-Please include a photocopy of front and back of your insurance card with this registration form  Ins Co Phone  Subscriber Name  Subscriber Date of Birth  Deductible Amount Met? Yes No  Subscriber Social Security  Subscriber Social Security  Subscriber Social Security  Effective Date of Policy  Batthorization required?  Authorization Number(s)  (include all authorization letters)  Becondary Insurance Co  Co-pay Amount  Authorization Insurance Co  Co-pay Amount	PATIENT INFORMATION-Pleas  Last Name			First			
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#### Rosemarie Calleros PhD, MFCT Clinical Psychologist, #Psy 12881 Marriage, Family and Child Therapist, #Mv 18234 4 Montpellier, Laguna Niguel, CA, 92677 (P) 949-916-8271 (F) 949-499-2397 Email: rmcallerosphd@cox.net

#### OFFICE POLICY

OFFICE POLICY	
FEE SCHEDULE: \$150 per 45 minute sessions for Individual, Couple, or Family S \$175 for 60 minute sessions. \$200 for Initial Sessions.	
\$225 per hour for Psychological Testing (includes- testing time, scoring interpretation a writing.)	nd report
\$4 per minute for URGENT calls.	
PAYMENT FOR SERVICES: Payment is due at the time services are rendered	l and must be
paid by cash of check. Kindly have your check written prior to the session	
I understand that I am financially responsible to pay all fees denied by my insurance.	
Patient Init	ials
<b>KEEPING APPOINTMENTS:</b> Therapy sessions are 45 or 60 minutes. The last generally reserved to review the session and schedule any further appointments. Time for you. A missed appointment or sessions cancelled less than 24 hours are charged \$75 billed to the insurance. After two "NO-SHOWS" our doctor-patient relationship will form terminated.	is reserved only
Patient Initials_	
EMERGENCIES: If you are in imminent danger call 911, your nearest police state emergency room. Otherwise leave a message on my voice mail. Also, my voice mail will alternate number where I can be reached in an emergency.	have an
CONFIDENTIALITY: All information between therapist/doctor and patient is it confidential unless;  1) You authorize release of information with your signature. 2) Your present a phy	
self or others; or 3) child or elder abuse is suspected.	
in the latter two cases, we are required by law to inform potential victims and legal a protective measures can be taken.	
CONSENT FOR TREATMENT: I further authorize and request that my Psychological examinations, treatment, and/or diagnostic procedures which now or du my care as a patient are advisable. I understand that the purpose of these procedures to me upon my request and are subject to my agreement. I also understand that while treatment is designed to be helpful, it at times may be difficult and uncomfortable.  Patient initials	ring the course of will be explained
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I authorize the release of information to my primary care physician.  Primary Care Physician (name)	
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I Provide Therapy: I do not get involved in work grievances, lawsuits, custody dideterminations, work excuses and requests for change in job conditions or other legal oproceedings.	sputes, disability or administrative
I have read the attached Health insurance Portability and Accountability (HIPAA) form.	

Signature

Date

Patient name

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#### Notice of Privacy Practices

This notice describes how medical information about you may be used and disclosed and how you can get access to this information. Please review it carefully!

With your consent, my practice is permitted by federal privacy laws to make uses and disclosures of your health information for purposes of treatment, payment, and health care operations. Protected health information is the information we create and obtain in providing our services to you. Such information may include documenting your symptoms, examination and test results, diagnoses, treatment, and applying for future care or treatment. It also includes billing documents for those services.

Example of use of your health information for treatment purposes:

I obtain treatment information about you and record it in your case record. During the course of your treatment, I determine a need to consult with another specialist in the area. I will share the information with such specialist for input.

Example of use of your health information for payment purposes:

I submit a request for payment to your health insurance company. The insurance company requests information from me regarding psychological care given. I will provide information to them about you and the care given.

Example of use of your information for health care operations:

I obtain services from my insurers or other business associates such as quality assessment, quality improvement, outcome evaluation, protocol and clinical guidelines development, training programs, credential, medical review, legal services, and insurance. I will share information about you with such insurers of other business associates as necessary to obtain these services.

Your Health Information Rights

The health record I maintain and billing records are the physical property of my practice. The information in it, however, belongs to you. You have a right to:

Request a restriction on certain uses and disclosures of your health information by delivering the request in writing to our office. We are not required to grant the request but we will comply with any request granted;

> Request that you be allowed to inspect and copy your health record and billing record—you may exercise this right by delivering the request in writing to our office;

Appeal a denial of access to your protected health information except in certain circumstances;

> Request that your health care record be amended to correct incomplete or incorrect information by delivering a written request to our office;

> File a statement of disagreement if your amendment is denied, and require that the request for amendment and any denial be attached in all future disclosures of you protected health information '

Dobtain an accounting of disclosures of your health information as required to be maintained by law by delivering a written request to our office. An accounting will <u>not</u> include internal uses of information for treamtne, payment, or operations, disclosures made to you or made at your request, or disclosures made to family members of friends in the course of providing care;

Request that communication of your health information as required to be maintained by law by delivering a written request to my office; and.

Revoke authorizations that you made previously to use of disclose information except to the extent information or action has already been taken by delivering a written revocation to my office.

If you want to exercise any of the above rights, please contact my office, in person or in writing, during normal hours. I will provide you with assistance on the steps to take to exercise your rights.

#### Our Responsibilities

My practice is required to:

- > Maintain the privacy of your health information as required by law;
- > Provide you with a notice of my duties and privacy practices as to the information I collect and maintain about you;

Abide by the terms of this Notice:

Notify you if I cannot accommodate a requested restriction or request; and

Accommodate you reasonable requests regarding methods to communicate health information with you.

I reserve the right to amend, change, or eliminate provisions in my privacy practices and access practices and to enact new provision regarding the protected health information I maintain. If my information practices change, I will amend my Notice. You are entitled to receive a revised copy of the Notice by calling and requesting a copy of my "Notice" or by visiting my office and picking up a copy.

To Request Information of File a Complaint

If you have question, would like addition information, or want to report a problem regarding the handling of your information, you may contact my office.

Confidential

Additionally, if you believe your privacy rights have been violated, you may file a written complaint at my office. You may also file a complaint by mailing it or e-mailing it to the Secretary of Health and Human Services whose street address is: Federal Office Building, 50 United Nations Plaza-Room 322, San Francisco, CA 94102.

> I cannot, and will not, require you to waive the right to file a complaint with the Secretary of Health and Human Services (HHS) as a condition of receiving treatment form the practice.

> I cannot, and will not, retaliate against you for filing a complaint with the Secretary of HHS.

#### Other Disclosures and Uses

#### Notification

Unless you object, I may use of disclose your protected health information to notify, or assist in notifying, a family member, personal representation, or other person responsible for you care, about you location, and about you general condition, or your death.

#### Communication with Family

Using my best judgment, I may disclose to a family member, other relative, close personal friend, or any other person you identify, health information relevant to hat person's involvement in your care or in payment for such care if you do not object or in an emergency.

#### Food and Drug Administration (FDA)

I may disclose to the FDA your protected health information relating to adverse events with respect to products and product defects, or post-marketing surveillance information to enable product recalls, repairs, or replacement.

#### Workers Compensation

If you are seeking compensation through Workers Compensation, I may disclose your protected health information to the extent necessary to comply with laws relating to Workers Compensation.

#### Public Health

As required by law, I may disclose your protected health information to public health or legal authorities charged with preventing or controlling disease, injury, or disability.

#### Abuse and Neglect

I may disclose your protected health information to public authorities as allowed by law to report abuse or neglect. Correctional Institutions

If you are an immate of a correctional institution, I may disclose to the institution, or its agents, your protected health information necessary for your health and the health and safety of other individuals.

#### Aw Enforcement

I may disclose your protected health information for law enforcement purposes as required by law, such as when required by a court order, or in cases involving felony prosecutions, or the extent an individual is in the custody of law enforcement. Research

I may disclose information to researchers when their research has been approved by an institutional review board that has reviewed the research proposal and established protocols to ensure the privacy of your protected health information.

#### Disaster Relief

I may use and disclose your protected health information to assist in disaster relief efforts.

#### Organ Procurement Organizations

Consistent with applicable law, I may disclose your protected health information to organ procurement organization or other entities engaged in the procurement; banking; or transplantation of organs for the purpose of tissue donation and transplant.

#### For Specialized Government Function

I may disclose your protected health information for specialized government functions as authorized by law, such as to Armed Forces personnel, for national security purposes, or to public assistance program personnel.

#### **Health Oversight**

Federal law allows us to release your protected health information to appropriate health oversight agencies or for health oversight activities.

#### Judicial/Administrative Proceedings

I may disclose your protected health information in the course of any judicial or administrative proceeding as allowed or required by law, with your consent, or as directed by a proper court order.

#### Other Uses

Other uses and disclosures besides those identified in this Notice will be made only as otherwise authorized by law or with your written authorization and you may revoke the authorization as previously provided.

#### Website

If I maintain a website that provides information about my entity, this Notice will be on the website.

Rosemarie Calleros PhD, MFCT Clinical Psychologist, #Psy 12881 Marriage, Family and Child Therapist, #Mv 18234 4 Montpellier, Laguna Niguel, CA, 92677 (P) 949-916-8271 (F) 949-499-2397 Email: rmcallerosphd@cox.net

### Acknowledgement of Receipt of "Notice of Psychologists' Policies and Practices to Protect the Privacy of Your Health Information"

The federal government mandated that as of April 14, 2003 all health care patients are to receive from their clinicians a notice (hereafter referred to as "Notice") regarding the protection of their private health care information in compliance with the Health Insurance Portability and Accountability Act ("HIPAA") Privacy Rule (45 C.F.R. parts 160 and 164).

This acknowledgement documents that your mental health care provider has given you the "Notice" that is required. HIPAA covers what is called "protected health information" (PHI) that is used for treatment, payment, and health care operations. PHI is information in your health record that could identify you.

The Notice contains basic information about:

- I. how your PHI-may be used and disclosed for treatment, payment and health care operations (these terms are defined in the Notice)
- 2. which uses and disclosures require authorization from you and which don't
- 3. how you may revoke an authorization you have made
- 4. certain rights you have to restrict use and disclosure of PHI, to receive confidential communications by alternative means and at alternative locations, to inspect and copy your records, to amend your records, to have an accounting of disclosures
- 5. a list of my duties to protect the privacy of your PHI, my right to change the privacy policies and practices described in the Notice, and how I will inform you of changes
- 6. what you can do if you have any complaints about violations of your privacy rights, about decisions about access to your records I may make
- 7. any restrictions and limitations you or I wish to put on the use and disclosure of your PHI.

The Privacy Notice is a few pages in length. Generally, this Notice is given on a patient's first visit unless there is good reason to delay. A copy of the Notice is available in my waiting room and will be on my website if I create one. I will also give you a copy of this notice. This page documents that I have given you a copy of the Notice.

I acknowledge that Dr. Calleros has given me a copy of the Privacy Notice (version dated 8/24/03) as required by the federal government's HIPAA legislation. I have been given the opportunity to ask any questions I may have regarding this Notice.

Date		
Print Patient's Name	Signature	
Print name of Parent or Legal Guardian	Signature	
if patient is a minor, Personal Representative  Describe your role in regard to the patient a  patient:	nd/or the authority by which the person is signing	for the

#### Rosemarie Calleros PhD, MFCT Clinical Psychologist, #Psy 12881 Marriage, Family and Child Therapist, #Mv 18234 4 Montpellier, Laguna Niguel, CA, 92677

(P) 949-916-8271 (F) 949-499-2397 Email: rmcallerosphd@cox.net

Client Information			Today's De	ttec/	
Client Name:					
Client Address:		lest.	Name you like	to be called	
Phone: Home:()		Cell:()	Work	State :()	24
E-Mail:	<u> </u>	Best way to leave n	nessage: C Home C	Cell D Work	OB-meil
Birthdate//_	Age:	584	Geo	der: D Male	O Female
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Responsible Party Name/P					
(If different from Client) Responsible Party Address	Plant	Last		Phone	
	StreetPO Box		Caby	Supp.	Zp
Please share with me how	you first found out	about my services: (	Dissurance Ciffiend	(Name_	
☐ Yellow Pages (☐ Under ☐ Other) ☐ Doct	"Psychology" []Ui		Internet (USearch en U Other:	gine OYahoo (	JAOL
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Rosemarie Calleros Ph.D Lic Psychologist # Psy 12881 4 Montpellier Laguna Niguel, CA. 92677 (949)916-8271

# Medication Record

Name of Prescribing Doctor	MD PCP Psychiatrist									
Indication (for what problem?)	ı									
Date Ended										
Date Started										
Dose		•	•			•			•	
Current Medication										
Date										

Medications you have you taken in the past:

PRESE	ENTING PROBL	EM		
. The ma	ain problem I am	seeking help for is		
I have I During This pro	had this problem the past year, th oblem effects my	for Several days Several days Several best this problem has been Work Personal relations	☐Moderate (6) ☐Severe (5)   al wks ☐Several mos ☐Past   was: ☐Not a problem ☐Mild     ships ☐Marriage ☐Health ☐Se   the bubble ④=Severe Ø=Mode	year
320 Fee 320 Dis 320 Pee 320 Pe	thdrawing eling guilty gry and irritable t eating well ting too much t concentrating eling hopeless eling lethargic t sleeping well ecisive  ANCE USE d to using alcohol drink, the numbe	r of drinks I usually have is _	③②①Avoiding situations ③②①Afraid of people ③②①Panicky ③②①Obsessed with body ④②①Discouraged ⑤②①Losing control ③②①Afraid of dying ⑥②①Feeling faint ⑤②①Abdominal distress ⑥②①Pounding heart ⑥②①Pain in my chest ⑥②①Obsessing over things ⑥②①Compulsive actions	②②①Feeling over-responsible ③②①Distressing memories ③②①Nightmares ③②①Constantly on edge ④②①Flashbacks ③②①Feelings of unreality ③②①Highs and lows ③②①Binge eating ③②①Afraid of situations Describe: ③②①Afraid of objects Describe: ③②①Other
I consider the regard of the drug of the drug of the	d to illegal drug used for a short phave used drugs gs I currently use ugs Daily D3 ike about using d	be A definite problem A use I do not use any illegal period of time but no longer u in the past and continue to u are Speed Pot Coot to 6 times a week 11 to 2 trugs is	se I used for a long period o se	on an occasional basis in the partitime but no longer use  Sedatives Inhalants Ott month
As far as	have no thoughts he thought has c	rossed my mind, and I have t	as crossed my mind but I would hought of ways of doing it but I ad I am afraid I could follow thro	would not do it.
	have not had any	harming anyone recent thoughts of harming a thoughts of harming someone acent thoughts of harming so	anyone e but I would not act on them meone and I am afraid I could o	carry them out
I have be I have ke My come My majo O Major fe	een married/in the nown my partner mitment to this more dissatisfactions or finances Douelings I have with	arriage/relationship is \$\int 100 \\ in my marriage/relationship \\ ir parenting \$\int My in-laws \$\int \]	%  Questionable  I am havir are:  Our sexual relationship  Our mutual interests  Our mil  Resentment  Regret  Sad	utual goals Other

	Y WORK
a.	
b, c.	
Ψ.	My major dissatisfactions with my work are: The job itself My career My coworkers My boss My incon
5.	
a.	My father is Alive; I live with him Alive; lives nearby Alive; lives far away Died when I wasyears old
b.	In general, I would describe my father as □Argumentative □Physically abusive □Sexually abusive □Critical □Absent □Emotionally distant □Supportive and nurturing □Caring □Other
C.	Major regings I have with my father are LiAnger LiResentment LiRegret Cadness Clear Catraval
	□ Abandonment □ Guilt □ Rejection □ Unimportance □ Hurt □ Jealousy □ Disappointment □ Abuse □ Distance □ Warm □ Loving □ Respect □ Other □
d.	My mother is OAlive; I live with her OAlive; lives nearby OAlive; lives far away ODied when I was years old
e.	In general, I would describe my mother as ☐ Argumentative ☐ Physically abusive ☐ Sexually abusive ☐ Critical ☐ Absent ☐ Emotionally distant ☐ Supportive and nurturing ☐ Caring ☐ Other
f.	Major feelings I have with my mother are DAnger DResentment DRegret DSadness DFear DBetrayal
	□ Abandonment □ Guilt □ Rejection □ Unimportance □ Hurt □ Jealousy □ Disappointment □ Abuse □ Distance □ Warm □ Loving □ Respect □ Other □
6.	PREVIOUS THERAPY
а.	I have Dever seen a therapist before Deen in therapy with (#)different counselors, the last time was
b.	The last time I saw a therapist my experience was Positive Neutral, received limited benefit Negative
C.	I was in therapy for SA problem similar to the one I have now SA different problem
d,	I have been hospitalized for psychiatric or substance abuse problems    Never    Yes. (#) times Year(s)
e.	Medications I am now taking are
a. b. c. d. e. f. g.	In the past I have received major medical treatment for
a. b.	SOCIAL In regard to my social network I have   Virtually no close friends   One close friend   A few friends   Many friends   I mostly make contact with my friends   Rarely   Spontaneously   On special occasion   At parties   At organized activities   To discuss personal problems   To make small talk   Other:
c. d.	In general, my friends Influence me positively Influence me negatively IDon't have a big influence on me What I most like to do for fun or recreation is
9. a.	FOR PARENTS The number of children I have is Their ages and gender are
b. c.	In regard to parenting, my partner and I Are pretty agreeable Seem to disagree I am a single parent  My general approach to parenting is to Punish misbehavior Reward good behavior Teach good behavior  Try to listen Give responsibility Be a model Involve myself Other
d.	Major feelings I have with my children are □Anger □Guilt □Regret □Disappointment □Distance □Warm □Loving
10.	SELF ASSESSMENT
	My problems would seem to clear up   If others would change   If I would change   If I understood myself better   If I could express myself better   If I could let go of the past   If I could get rid of certain emotions   If I could make a decision   If I could change my thinking   If I had some direct answers
	GOALS FOR THERAPY Three results I am looking for in therapy are:

#### Rosemarie Calleros, Ph.D., MFT

Licensed Clinical Psychologist #PSY12881 Licensed Marriage, Family and Child Psychologist #MV18234 Phone: 949-916-8271

#### **Tele-mental Health Informed Consent**

in tele-mental health with <b>Dr. Rosemarie Calleros</b> (" <b>Practitioner</b> ") as part of psychotherapy.	in tele-mental nealth with	(name of client)("Client", Dr. Rosemarie Calleros	"You") hereby co ("Practitioner")	onsent to participate as part of
--	----------------------------	--	--------------------------------------	-------------------------------------

I understand that tele-mental health is the practice of delivering clinical health services via technology assisted media or other electronic means between a practitioner and a client who are located in two different locations. Client and Practitioner may also be referred to individually as a "Party" and collectively as the "Parties".

I understand the following with respect to tele-mental health:

- I understand that I have the right to withdraw consent at any time without affecting my right to future care, services, or program benefits to which I would otherwise be entitled.
- I understand there are several benefits to tele-mental health, including convenience for scheduling, location and potentially increased access to my Practitioner. I understand that I may benefit from tele-mental health services, but that results cannot be guaranteed or assured.
- I understand that there are risks and consequences associated with tele-mental health, including but not limited to, disruption of transmission by technology failures, interruption and/or breaches of confidentially by unauthorized persons, and/or limited to respond to emergencies.
- 4. I understand that there will be no recording of any of the online session by either Party. All information disclosed within sessions and written records pertaining to those sessions are confidential and may not be disclosed to anyone without Client's written authorization, except where the disclosure is permitted and/or required by law.
- 5. I understand that the privacy laws that protect the confidentially of my protected health information ("PHI") also apply to tele-mental health unless an exception to confidentially applies. Exceptions include, but are not limited to, mandatory reporting of child, elder or vulnerable adult abuse, danger to self or others, and practitioner's raising mental/emotional health as an issue in a legal processing.
- 6. I understand that if I am having suicidal or homicidal thoughts, actively experiencing psychotic symptoms or experiencing a mental health crisis that cannot be resolved remotely, it may be determined by Practitioner that telemental health services are not appropriate, and a higher level of care is required.

#### Rosemarie Calleros, Ph.D., MFT

Licensed Clinical Psychologist #PSY12881 Licensed Marriage, Family and Child Psychologist #MV18234 Phone: 949-916-8271

- 7. I understand that I am responsible for: (a) providing the necessary computer, telecommunications equipment and internet access for my tele-mental health sessions, (b) ensuring security on my computer, and (c) arranging a location with sufficient lighting and privacy that is free from distractions or intrusions for my tele-mental health session.
- 8. I understand that during a tele-mental health session, we could encounter technical difficulties resulting in services interruptions. If this occurs, end and restart the session. If we are unable to reconnect within ten minutes, please call me at 949-916-8271 to discuss since we may have to re-schedule.
- I understand that my Practitioner may need to contact my emergency contact and/or appropriate authorities in case of an emergency.
- 10.1 understand that I have a right to access my medical information and copies of medical records in accordance with California law.

#### **Emergency Protocols**

Your Practitioner needs to know your location in case of an emergency. You agree to inform your Practitioner of the address were you are at the beginning of each session. Your Practitioner also needs information of a contact person whom your Practitioner may contact on your behalf in case of a life-threatening emergency only. This emergency contact person will only be contacted to go to your location or take You to the hospital in the event of an emergency.

In case of an emergency, my location is:	
My emergency contact person's name:	
My emergency contract person's information is:	
Phone:	
Email:	
Address:	

[Signature Page to Follow]

Rosemarie Calleros, Ph.D., MFT
Licensed Clinical Psychologist #PSY12881
Licensed Marriage, Family and Child Psychologist #MV18234
Phone: 949-916-8271

I have read the information provided above and understand the information contained in this formation answered to my satisfaction.	discussed it with my Practitioner. I m and all of my questions have been
Signature of Client/Parent/Legal Guardian	Date
Signature of Practitioner	Date