



CLIENT INFORMATION

Therapist: _____

Date: _____

CLIENT INFORMATION

Legal Name: _____ Preferred Name: _____

DOB: _____ AGE: _____

Address: _____

City / State / ZIP: _____

Phone: (home) _____ (cell) _____ (work) _____

This form helps us understand more about your health and potential needs. The more you answer, the better equipped we are to serve you, but we recognize that not every question is comfortable to answer. If you do not feel comfortable answering it here, you can skip it and talk about it during your visit.

Do you think of yourself or Identify as one or more of the following:

- Lesbian, gay, or homosexual Straight or heterosexual Bisexual Pansexual Asexual
- Transgender Male/Trans Man/ Female-to-Male (FTM) Transgender Female/Trans Woman/ Male-to-Female (MTF)
- Genderqueer, neither exclusively male nor female Another Identity: _____
- I Do not know/questioning I Decline to Answer Gender You Prefer to be Identified as: _____

Birth Gender: Male Female Non-Binary Not Designated on Birth Certificate I Decline to Answer

List the Pronouns You are most comfortable in being used:

He/Him/His She/Her/Hers They/Them/Theirs Ze/Hir Other Pronouns: _____

Personal Status: Single/Never Married Married Civil Union Divorced Legally Separated

Domestic Partnered Partnered but not living together Polyamorous/Non-monogamous

Widowed/grieving the loss of partner I Decline to answer

Employment Status: Employed Unemployed Stay-at-Home Disability

Occupation/Employer Name: _____

Spouse/Partner's Name: _____ DOB: _____

Spouse/Partner's Occupation / Name of Employer: _____

APPOINTMENT REMINDERS – I would like to receive appointment reminders via the following method(s):

Phone Call: _____ Text Message to PH#: _____

Email: _____

INDIVIDUAL RESPONSIBLE FOR INSURANCE: (POLICY HOLDER/SUBSCRIBER INFORMATION)

Relationship to Client: Self Spouse Parent Other

Name: _____ DOB _____

Employer Name: _____

OTHER INFORMATION:

Emergency Contact: _____ Relationship to Client: _____

PH#: _____ Address: _____

How did you hear about us? _____

Primary Care Provider/Clinic: _____ PH#: _____

Psychiatrist/Clinic: _____ PH#: _____

FOR MINOR CLIENT:

Name of Parent/Guardian: _____

Home/Cell Phone: _____ Work Phone: _____

ATCN

638 N 109TH Plaza, Omaha NE 68154 * 402.403.0190 * FAX 402.932.4121

ACKNOWLEDGEMENT OF RECEIPT OF
NOTICE OF HIPAA PRIVACY POLICIES

I certify that I have received a copy of Notice of HIPAA Privacy Policies. The Notice of HIPAA Privacy Policies describes the types of uses and disclosures of my protected health information (PHI) that might occur in my treatment, payment of my bills, or in the performance of The Attachment and Trauma Center of Nebraska's (ATCN) health care operations. The Notice of HIPAA Privacy Policies also describes my rights and ATCN's duties with respect to my PHI. The Notice of HIPAA Privacy Policies is posted in the corridor near the front door.

The Attachment and Trauma Center of Nebraska reserves the right to change the privacy policies that are described in the Notice of HIPAA Privacy Policies. I may obtain a revised Notice of Privacy Policies by calling the office and requesting a revised copy be sent in the mail, asking for one at my next appointment, or through e-mail.

Printed Identified Client Name

Signature of Patient or Personal Representative

Name of Patient or Personal Representative

Description of Personal Representative's Authority

Date

Rev1.2019

ASSIGNMENT OF INSURANCE BENEFITS

Signature of this contract authorizes payment of medical benefits to The Attachment and Trauma Center, LLC (ATCN) for services rendered (assignment of benefits). I understand my insurance company (if applicable) may be billed the full amount for the session and that aside from my co-pay (if applicable), and providing that ATCN is considered "In Network" with my insurance plan, I am not liable for any difference between the billed amount and the reimbursement amount previously contracted between the insurer and ATCN.

I / We the undersigned acknowledge the my / our insurance company may request clinical information including diagnosis, prognosis and treatment plans and hereby authorize the release of any appropriate information relating to payment of claims submitted to insurance on behalf of myself / us and or dependents. I/we further expressly agree and acknowledge that signature of this document authorizes ATCN to submit claims for insurance benefits, for services rendered, or for services to be rendered, including treatment plans, without obtaining my / our signature as though the undersigned had personally signed the particular claim. I/we therefore authorize the insurance company to pay and hereby assign directly to ATCN all insurance benefits, if any, otherwise payable to me / us for services described on the attached forms. I /we are financially responsible for all charges incurred, whether they are paid by insurance or not. I / we further acknowledge that any insurance benefits, when received and paid to ATCN, will be credited to my / our account, in accordance with the above said statement.

I understand that it is important that I provide at least a 24-hour notice of cancellation of a scheduled appointment, and in not doing so, I will be liable for a charge of \$100 for this scheduled time. This charge will be the responsibility of the client. _____

Initial

It is usual practice, and preferable, to provide payment for the session (or insurance co-pay, deductible if applicable) at the time of check-in before the session begins. Cash, check or credit card are accepted: _____

Initial

If preferred, and at your request, your credit/debit card information may be maintained within your secure, encrypted EHR (Electronic Health Record) for future co-payments. You may change this at any time. _____

Initial

I understand that I will be charged a \$35 service handling fee for any returned form of payment. _____

Initial

CARD HOLDERS SIGNATURE: _____ Date: _____

I/We acknowledge understanding of and agree to the terms of this contract for payment of services.

Client/Guardian Signature

Date

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CONFIDENTIALITY CLARIFICATION & CONSENT TO TREAT

It is important that you fully understand the nature of confidentiality in the context of your relationship with The Attachment and Trauma Center of Nebraska, LLC, here forth referred to as ATCN. ATCN, its therapists, partners, interns, and employees will keep confidential any information disclosed by you in the course of our relationship and this information will not be disclosed to other parties without a written release signed by you. There may be exceptions, however, and it is important that you are aware of the exceptions to this policy.

- Disclosure of Child Abuse, Endangerment, and/or Neglect: If the client discloses information that a child is being abused, endangered or neglected, ATCN therapists, interns, and employees, **are required by law to report this information to Child Protective Services (CPS).**
- Duty to Warn: If the therapist believes that a client poses a threat to themselves or others, the **therapist is ethically bound to disclose this information to the appropriate person or agency.**
- Court Subpoena of Records: **It is within the power of the Court System to subpoena client records** for a therapist or agency.
- Any Insurance Agent/Company covering a client's mental health treatment will have access to any information necessary for the completion of insurance forms for the determination of benefits.
- All cases may be reviewed during Team Consultation. Treatment is provided with the understanding that case review may be brought to the team for discussion.
- Exchange of information with psychiatrists, therapists, CPS case managers, probation officers, or other persons outside ATCN regarding the client's case with the express written permission by the client (See Consent to Release Form).
- Research Participation: If asked and you agree to participate in therapeutic outcomes research, express written permission which defines the project will be obtained.

If you have any questions regarding confidentiality, please ask. Your therapist will provide you with a copy of this clarification sheet if requested.

I have read, understand, and agree to the above limitations of confidentiality. _____ (Initial)

INFORMED CONSENT: We ask that clients sign the below as a Consent to Treatment. The client may decline specific recommendations during the therapy process at any time.

I give my consent for services with the Attachment & Trauma Center of Nebraska, (ATCN) to include evaluation, therapy, education, testing (if applicable) and involvement in the treatment planning processes.

Identified Client or Legal Guardian Signature

Witness

Date

I would like a copy of this consent

YES

NO

CONTRACT FOR PAYMENT OF SERVICES

I understand that I am assuming responsibility for payment of my / legal dependent / minor child's legal bill at this time of the session, unless other arrangements are made and herein specified. I also understand that should the client account balance remain outstanding, that The Attachment and Trauma Center of Nebraska, LLC (ATCN) utilizes the services of a collection agency and I agree that ATCN may release my name to any necessary party in the course of obtaining payment.

SELF-PAY FEES AND INSURANCE CO-PAYS ARE EXPECTED AT THE TIME OF SERVICE AND SHOULD BE MADE BEFORE EACH SESSION AT THE TIME OF CHECK-IN WITH THE BUSINESS OFFICE

Option A: I/We wish to self-pay and NOT use insurance benefits. I/We do not give permission for any confidential information about me (or my partner) and my/our treatment to be released to any third-party payor, employer, or insurance company. Self-payments may be made from a HAS or FSA account via check or credit.

Option B: I/We wish to use insurance to help pay for services.

Copy of my insurance card will be given to the Business Office or therapist for billing purposes at check-in. _____
Initial

For clients choosing to use health insurance for treatment, it is client's responsibility to ensure you have current mental health benefits for outpatient office visits. Insurance companies only quote benefits and do not guarantee payment over the phone. Any disagreement regarding payment of a claim by insurance is between the client and his/her insurance company.

ULTIMATELY, PAYMENT OF THE BILL IS THE CLIENTS RESPONSIBILITY AND IT IS EXPECTED THAT PAYMENT BE MADE WITHIN 30 DAYS UNLESS YOU HAVE A PAYMENT PLAN ARRANGEMENT IN PLACE WITH YOUR THERAPIST AND THE BUSINESS OFFICE. _____

Initial

Name of Primary Insurance: _____ Member #: _____

Subscriber (Policy Holder): _____ Subscriber DOB: _____

Name of Secondary Insurance: _____ Member #: _____

Subscriber (Policy Holder): _____ Subscriber DOB: _____

We recognize that the identities you carry might differ from legal and insurance identification. In-order to ensure that there are no error's, please fill in the below:

What gender does your insurance company have on record: _____

What is the name on your insurance card: _____

I/We acknowledge understanding of and agree to the terms of this contract for payment of services.

Client/Guardian Signature

Date

CLIENT MEDICAL HISTORY

NAME: _____ DATE: _____

CURRENT PRIMARY MEDICAL CARE PROVIDERS (PHYSICIAN, PSYCHIATRIST, NURSE PRACTITIONER)

Name: _____ Title: _____

Phone: _____ Address: _____

Name: _____ Title: _____

Phone: _____ Address: _____

Name: _____ Title: _____

Phone: _____ Address: _____

How would you rate your overall health: Excellent Good Fair Poor

What, if any, concerns do you have about your health: _____

When was your last physical exam: _____

Please list any medication /substance / food allergies: _____

Please list any medication sensitives or intolerance: _____

Health Risk History

YES NO Do you smoke? If yes, how long, how many cigarettes per day: _____

YES NO Have you smoked in the past?

YES NO Do you use alcohol? If yes, how often, how much: _____

YES NO Do you use drugs? If yes, how often, how much: _____

YES NO Have you or your partner(s) ever injected drugs and when: _____

YES NO Have you ever had a problem with alcohol, drugs, other addiction?

YES NO Should you cut down on your drinking or drug use?

YES NO Have you been annoyed when others question your drug or alcohol use?

YES NO Have you ever felt guilty about how much you drink or use drugs?

YES NO Have you ever had a drink/used to get going or to treat a hangover?

- YES** **NO** Has anyone ever complained about your drinking/using?
- YES** **NO** Have you ever gotten into trouble when drinking/using?
 With family members _____ With the law _____ With friends _____ Others _____
- YES** **NO** Do you usually get into trouble with you drink/use?
 # of DUI(s): _____ What year(s): _____ / _____ / _____ / _____ / _____
 # of MIP(s): _____ What year(s): _____ / _____ / _____ / _____ / _____
- YES** **NO** Have you ever had a sexually transmitted disease?
- YES** **NO** Have you ever been tested for HIV?

Review of Systems

Please note if you currently have, have ever had, any of the following:				Approx. Date
Recurrent Night Sweats, Chills, Fever:	<input type="checkbox"/> Never	<input type="checkbox"/> Current	<input type="checkbox"/> Past	_____
Persistent Weight Loss without Dieting:	<input type="checkbox"/> Never	<input type="checkbox"/> Current	<input type="checkbox"/> Past	_____
Weight Problem / Eating Disorder:	<input type="checkbox"/> Never	<input type="checkbox"/> Current	<input type="checkbox"/> Past	_____
Hepatitis A, B, C:	<input type="checkbox"/> Never	<input type="checkbox"/> Current	<input type="checkbox"/> Past	_____
Cancer:	<input type="checkbox"/> Never	<input type="checkbox"/> Current	<input type="checkbox"/> Past	_____
Chronic Fatigue:	<input type="checkbox"/> Never	<input type="checkbox"/> Current	<input type="checkbox"/> Past	_____
Other: _____	<input type="checkbox"/> Never	<input type="checkbox"/> Current	<input type="checkbox"/> Past	_____

Do you now have, or have you ever had, conditions involving the following? Please check all that apply and describe your conditions following the condition:

- Skin: _____
- Eyes: _____
- Teeth (Dentures /Missing Teeth, etc.): _____
- Lungs (Asthma): _____
- Urinary (Chronic Bladder Infections, etc.): _____
- Muscles/Joints (Arthritis, Fibromyalgia, etc.): _____
- Neurological (Head Injury, Headaches, Seizures, Dizziness, etc.): _____
- _____
- Gastrointestinal (Diabetes, Gastric Reflux, Irritable Bowel Syndrome, etc.): _____

Reproduction/Sexual (Menstrual or menopausal difficulties, breast disease, prostate problems, erectile difficulties, difficulty with orgasm, sexual difficulties, etc.): _____

Endocrinological (Diabetes, hypo or hyperthyroidism, etc.): _____

Heart or Blood (High/Low Blood Pressure, High Cholesterol, Anemia, etc.): _____

Past Injuries/Surgeries: _____

Please check the items below which describe medical symptoms you have had I the past 12 months:

- | | | |
|---|--|--|
| <input type="checkbox"/> Persistent Cough | <input type="checkbox"/> Shortness of Breath | <input type="checkbox"/> Thyroid Disease |
| <input type="checkbox"/> High Blood Pressure | <input type="checkbox"/> Abnormal Heartbeat | <input type="checkbox"/> Balance Problems / Falls |
| <input type="checkbox"/> Seizures | <input type="checkbox"/> Loss of Consciousness | <input type="checkbox"/> speech problems |
| <input type="checkbox"/> Numbness or Weakness of Limbs/Body | | <input type="checkbox"/> Severe/Persistent Headaches |
| <input type="checkbox"/> Muscle Weakness | <input type="checkbox"/> Muscle Pain | <input type="checkbox"/> Joint/Aches/Pains |
| <input type="checkbox"/> Bruising Easily | <input type="checkbox"/> Kidney Infection/Disease | <input type="checkbox"/> Trouble Urinating |
| <input type="checkbox"/> Urinary Infections | <input type="checkbox"/> Liver Disease | <input type="checkbox"/> Stomach/Abdominal Pain |
| <input type="checkbox"/> Changes in Visions/Trouble with Eyes | <input type="checkbox"/> Changes in hearing/hearing loss/trouble with ears | |
| <input type="checkbox"/> Vomiting | <input type="checkbox"/> Pain in Mouth or Trouble Swallowing | |
| <input type="checkbox"/> Feeling Clumsy or Dropping Things | <input type="checkbox"/> Sore/Swollen Neck/Glands | |
| <input type="checkbox"/> Pain / Lump / Drainage from Breasts | <input type="checkbox"/> Vocal Problems | |

REPRODUCTIVE

Is there any chance you might be pregnant? YES NO

What was your age at the time of your first pregnancy? _____

How many abortions have you had? _____

How many miscarriages have you had? _____

How many stillbirths have you had? _____

Referred for Physical Exam: YES NO

To Whom: _____ Accepting Referrals: YES NO

Referred for Psychiatric Evaluation: YES NO

To Whom: _____ Accepting Referrals: YES NO

REV 10.2019

CURRENT AND PAST MEDICATION LIST –

Please feel free to request a copy from your pharmacy, they will print you a current list with the below info.

CLIENT NAME: _____ DOB: _____ DATE: _____

Please list all your current medications:

➤ Medication: _____ Dose: _____

Diagnosis/Purpose: _____ How Long on Rx: _____

Side Effects: _____ Cautions: _____

Prescribing Physician: _____ Ph #: _____

Pharmacy: _____ Ph#: _____

➤ Medication: _____ Dose: _____

Diagnosis/Purpose: _____ How Long on Rx: _____

Side Effects: _____ Cautions: _____

Prescribing Physician: _____ Ph #: _____

Pharmacy: _____ Ph#: _____

➤ Medication: _____ Dose: _____

Diagnosis/Purpose: _____ How Long on Rx: _____

Side Effects: _____ Cautions: _____

Prescribing Physician: _____ Ph #: _____

Pharmacy: _____ Ph#: _____

➤ Medication: _____ Dose: _____

Diagnosis/Purpose: _____ How Long on Rx: _____

Side Effects: _____ Cautions: _____

Prescribing Physician: _____ Ph #: _____

Pharmacy: _____ Ph#: _____

➤ Medication: _____ Dose: _____

Diagnosis/Purpose: _____ How Long on Rx: _____

Side Effects: _____ Cautions: _____

Prescribing Physician: _____ Ph #: _____

Pharmacy: _____ Ph#: _____

➤ Medication: _____ Dose: _____

Diagnosis/Purpose: _____ How Long on Rx: _____

Please list any medications you have tried and have discontinued in the past 2 years/24 months below:

Medication	Length of Time Taken	Reason for D/C Medication
_____	_____	_____
Medication	Length of Time Taken	Reason for D/C Medication
_____	_____	_____
Medication	Length of Time Taken	Reason for D/C Medication
_____	_____	_____
Medication	Length of Time Taken	Reason for D/C Medication
_____	_____	_____
Medication	Length of Time Taken	Reason for D/C Medication
_____	_____	_____
Medication	Length of Time Taken	Reason for D/C Medication
_____	_____	_____
Medication	Length of Time Taken	Reason for D/C Medication
_____	_____	_____
Medication	Length of Time Taken	Reason for D/C Medication
_____	_____	_____
Medication	Length of Time Taken	Reason for D/C Medication
_____	_____	_____

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INTAKE FORM

Marital Status: Single Married Partnered Separated Divorced Widowed

Name of Spouse / Partner: _____ Age: _____

Date of your present marriage / partnership: _____

Date(s) of any previous marriages: _____

Date(s) of any previous divorces: _____

Names of individuals living in your home:

Name	Age	Relationship to you
------	-----	---------------------

Name	Age	Relationship to you
------	-----	---------------------

Name	Age	Relationship to you
------	-----	---------------------

Name	Age	Relationship to you
------	-----	---------------------

How would you describe the relationship between you and your spouse/partner?

- Cold / Distant Stormy / Argumentative Love / Close Tolerant / Put up with each other
- Abusive / Verbal and-or physical fights

If a parent, how would you describe the relationship between you and your children?

- Cold / Distant Stormy / Argumentative Love / Close Tolerant / Put up with each other
- Abusive / Verbal and-or physical fights

If you are single, how would you describe the relationship between you and most of your past partners?

- Cold / Distant Stormy / Argumentative Love / Close Tolerant / Put up with each other
- Abusive / Verbal and-or physical fights

If applicable, how would you describe the relationship between you and your in-laws?

- Cold / Distant Stormy / Argumentative Love / Close Tolerant / Put up with each other
- Abusive / Verbal and-or physical fights

If applicable, how would you describe the relationship between you and your blood relatives?

- Cold / Distant Stormy / Argumentative Love / Close Tolerant / Put up with each other

Abusive / Verbal and-or physical fights

If applicable, how would you describe the relationship between you and those who raised or are raising you?

Cold / Distant Stormy / Argumentative Love / Close Tolerant / Put up with each other

Abusive / Verbal and-or physical fights

If applicable, how would you describe the relationship between you and your parents?

Cold / Distant Stormy / Argumentative Love / Close Tolerant / Put up with each other

Abusive / Verbal and-or physical fights

SCHOOL / WORK / FINANCIAL

Highest level of education completed: _____

If you graduated from college, what is your area of study: _____

What kinds of grades did you usually make (high school & beyond): _____

Please list schools attended beyond high school: _____

What is your present occupation / job: _____

How long have you had this job: _____

How do you feel about your work: Hate it Tolerate it Enjoy it Love it

What future job or profession do you hope to have: _____

How would you describe your present financial condition: Very bad Fair Good Excellent

SPIRITUAL / COMMUNITY INVOLVEMENT / HEALTH / ABUSE

Do you have spiritual or religious beliefs which you draw on: YES NO

How do you honor or attend to these beliefs: _____

Do you participate in any community activities or organizations: YES NO

If yes, please list: _____

Do you consider yourself to be in: Excellent Health Good Health Fair Health Poor Health

Have you ever been in the hospital: YES NO If yes, explain: _____

Please list medications and doses currently taking: _____

Have you ever seen a therapist (Psychiatrist, Psychologist, Counselor, Social Worker): YES NO

If yes, when: _____ Reason for treatment: _____

If yes, what was helpful about the therapy/treatment: _____

Check any of the following you have experienced:

Verbal Abuse / By Whom: _____

Physical Abuse / By Whom: _____

Sexual Harassment / By Whom: _____

Sexual Abuse / By Whom: _____

Rape / By Whom: _____

SUBSTANCE ABUSE: Check all that apply to you:

Have you ever felt you ought to cut down on your drinking or drug use

Have people annoyed you by being critical about your drinking or drug use

Have you ever felt bad or guilty about your drinking or drug use

Have you ever had a drink or drug first thing in the morning to steady your nerves or get over a hangover

RE-READ THE 4 QUESTIONS ABOVE AND CONSIDER THE FOLLOWING:

Shopping – Have you or others in your life been concerned about your shopping: YES NO

Gambling - Have you or others in your life been concerned about your gambling: YES NO

Eating - Have you or others in your life been concerned about your eating: YES NO

Sexual Behavior - Have you or others in your life been concerned about your sexual behavior: YES NO

Internet Usage - Have you or others in your life been concerned about your internet use: YES NO

Other addictive behavior, you may be concerned about: _____

ARE ANY OF THE FOLLOWING CONDITIONS A CONCERN OR PROBLEM TO YOU AT THIS TIME (CHECK ALL THAT APPLY)

Anxiety

Self Esteem

Relationship with parents

Grief

Stress

Relationship with children

Depression

Substance Abuse

Relationship with spouse/partner

Irrational Fear(s)

Binge Eating

Loss of meaning in life

Nervousness

Chronic Fear(s)

Legal concerns

- | | | |
|--|--|---|
| <input type="checkbox"/> Parenting | <input type="checkbox"/> Guilt Feelings | <input type="checkbox"/> Conflicts at work |
| <input type="checkbox"/> Parenting | <input type="checkbox"/> Suicidal Feelings | <input type="checkbox"/> Loss of Work/Job |
| <input type="checkbox"/> Marriage problems | <input type="checkbox"/> Loss of Hope | <input type="checkbox"/> Life/Career Planning |
| <input type="checkbox"/> Sexual Concerns | <input type="checkbox"/> Rage | <input type="checkbox"/> Other (List Below |
| <input type="checkbox"/> Domestic Violence | <input type="checkbox"/> Trauma | <input type="checkbox"/> _____ |

IF ANY OF THESE STATEMENTS ARE TRUE, CHECK ANY/ALL THAT APPLY

- I have thoughts of harming myself or others
- My thoughts of harming myself or others are a frequent occurrence
- I dwell on these thoughts and wonder if I can control them
- I have sought professional help because of these thoughts or feelings

WHAT ARE YOUR GREATEST STRENGTHS: _____

OTHER INFORMATION THAT WE SHOULD KNOW AS WE START COUNSELING: _____

WHAT WOULD YOU LIKE TO SEE HAPPEN AS A RESULT OF PSYCHOTHERAPY OR COUNSELING: _____

Thank you for taking the time to complete this form!

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