

Dear Patients,

Below you will find our intake packet to get scheduled with one of our providers, for an evaluation and possible medication. Patients requesting Dr. Adamo please be aware that he does evaluations and may have you follow up with one of our Physician Assistants or the Nurse Practitioner for medication management. Once the intake packet is returned our staff will call to set up an appointment. All patient visits are done in person at our Roseville office. You must reside in the state of Michigan to be and stay a patient here, we do not offer out of state services. The office does not accept Medicaid.

Please fill out all forms, if you feel that one does not apply, we ask that you write N/A on it so we are aware it was looked at. Please return all forms along with a copy of your picture ID and insurance card(s). Please included the front and back of all cards. **Packets that are returned with incomplete sections or missing pages will not be addressed, please fill out all sections.**

Forms can be filled out with <http://www.formswift.com>, Adobe fill & sign <https://acrobat.adobe.com> or printed and then scanned to frontdesk@psgp.info or faxed to 313-563-8443. Cell phone photos of forms are not readable when we print them out and are not acceptable.

Please let us know your insurance information and we can check your coverage. If insurance does not cover anything the first visit is \$300.00 and follow ups start at \$95.00. The visit fee can be paid by phone at 586-252-2616 or online at <http://www.ppaya.com/psgp> . You can take a picture of this email in replacement of a physical bill.

All of our providers do e-scripts please have your pharmacy information available during the appointment.

Please note that if you have had your intake packet for over 30 days we do ask that you check with the office for any updates or form changes to the packet before returning it.

Thank you,
PSGP Staff
586-252-2616

PSGP Psychiatric Clinicians

25509 Kelly Rd, Ste A. Roseville, MI 48066 Office 586-252-2616

NEW PATIENT CHECKLIST

Please initial next to each item that you have read, understand, and agree to the following consent, information and policy forms. Each of these documents are available on 24/7 our website and can also be provided to you by the staff upon request.

_____ FMLA/INSURANCE/NEW PATIENT RESCHEDULING FORM

_____ NO SHOW & CANCELLATION POLICY

_____ CONTROLLED SUBSTANCE POLICY

_____ ACCOUNT BALANCE POLICY

_____ TELEMEDICINE POLICY AND CONSENT

PRINTED NAME: _____

SIGNATURE: _____ DATE: _____

STAFF USE ONLY
Date/Time_____
Provider_____

PATIENT INTAKE FORM

PATIENT INFORMATION

EMAIL_____ DATE_____

NAME_____ PHONE#_____

DATE OF BIRTH_____ AGE_____ SEX_____ SOCIAL SECURITY #_____

ADDRESS_____ CITY / ZIP_____

INSURANCE INFORMATION

PRIMARY INSURANCE_____ PHONE #_____

CONTRACT / MEMBER ID_____ GROUP #_____

SECONDARY INSURANCE_____ PHONE #_____

CONTRACT / MEMBER ID_____ GROUP #_____

PRIMARY CARE AND REFERRAL INFORMATION

PRIMARY CARE PHYSICIAN_____ PHONE#_____

ADDRESS_____ CITY / ZIP_____

Were you referred to PSGP? YES (continue below) / NO (skip to REASON(S) FOR VISIT)

Were you referred to a specific provider at PSGP? YES (check all that apply on right) / NO

- Dr. James Adamo M.D. Kaitlin Bettens PA-C
- Robert Papazian PhD. Patrick Cooney PA-C
- Melissa Altomare LMSW Shane Dignan PA-C
- Kevin Bickett PA-C

Are primary care and referral source the same? YES / NO If no, complete info below

SOURCE OF REFERRAL_____ PHONE #_____

ADDRESS_____ CITY / ZIP_____

REASON(S) FOR VISIT

What brings you to seek mental health treatment or consultation? Please give some specifics.

Have you ever been seen here before? If so by whom and what years? _____

Do you have any family member's that are seen here? If so whom _____

PSYCHIATRIC HISTORY

Have you ever received IN-PATIENT psychiatric treatment? YES / NO

DATES _____ - _____ FACILITY _____ REASON _____

Have you ever received OUT PATIENT mental health treatment (counseling or medication management) by a mental health provider, other than your primary care provider? YES / NO

DATES _____ - _____ MOST RECENT PROVIDER _____

PHONE# _____ REASON _____

Are you still seeing this provider? YES / NO If no, reason: _____

FAMILY PSYCHIATRIC HISTORY

Has anyone in your family been diagnosed with or experienced:

Bipolar Disorder	YES / NO	Depression	YES / NO	Drug/Alcohol Abuse	YES / NO
Schizophrenia	YES / NO	Anxiety	YES / NO	Suicide	YES / NO
Psychiatric Hospitalization	YES / NO	Anger Issues	YES / NO	ECT	YES / NO

SUBSTANCE ABUSE

Please describe any (past/present) alcohol use: _____

Please describe any (past/present) recreational drug use: _____

Please describe any (past/present) tobacco use: _____

Have you ever received treatment for alcohol/drug use? YES / NO

Have you ever participated in self-help groups? (NA, AA, SAA, etc,) YES / NO

MEDICAL HISTORY

WEIGHT _____ HEIGHT _____

Have you ever had a traumatic brain injury? YES / NO

DATES _____ - _____ TREATMENT(S) _____

Have you ever had seizures? YES / NO

DATES _____ - _____ TREATMENT(S) _____

Please list ALL medications, OTC (over the counter meds), and herbal supplements. Please include dosage(s). (If none please put N/A)

Please list ALL medical conditions you are being treated for: (If none please put N/A)

Please list any medication/drug allergies: (If none please put N/A)

SOCIAL HISTORY

Employment (circle one): EMPLOYED UNEMPLOYED RETIRED DISABLED HOMEMAKER STUDENT OTHER

If employed, company name: _____ Position: _____ Duration: _____

What is your highest level of education? _____ Trade school or other? _____

Were you ever identified as having a learning disability or require special education classes? YES NO

Sexual Orientation: HETROSEXUAL HOMOSEXUAL BISEXUAL OTHER: _____ PREFER TO NOT DISCLOSE

Status: SINGLE MARRIED DIVORCED PARTNERED WIDOWED (date _____) DATING PREFER TO NOT DISCLOSE

Do you have any children? YES / NO

Please list ages and genders: _____

Living situation – (please list everyone that lives with you, by relationship):

Have you ever served in the military? YES / NO Branch: _____ Dates served: _____

Have you ever had any legal issues? YES / NO Explain: _____

EMERGENCY CONTACT INFORMATION

NAME: _____ RELATIONSHIP: _____ PHONE# _____

SIGNATURE

The information above is accurate and complete to the best of my knowledge. My signature below certifies that I am the person who has completed this form (if legal guardian, guardianship paperwork must be turned in with intake packet)

PATIENT SIGNATURE: _____ DATE: _____

Adult ADHD Self Report Scale (ASRS-V1.1) Symptom Checklist

Patient Name _____ Date _____

Please answer the questions below, rating yourself on each of the criteria shown using the scale on the right side of the page. As you answer each question, place an X in the box that best describes how you have felt and conducted yourself over the past 6 months. Please give this completed checklist to your healthcare professional to discuss during today's appointment.	N E V E R	R A R E L Y	S O M E T I M E S	O F T E N	V E R Y O F T E N
PART A					
1. How often do you have trouble wrapping up the final details of a project, once the challenging parts have been done?					
2. How often do you have difficulty getting things in order when you have to do a task that requires organization?					
3. How often do you have problems remembering appointments or obligations?					
4. When you have a task that requires a lot of thought, how often do you avoid or delay getting started?					
5. How often do you fidget or squirm with your hands or feet when you have to sit down for a long time?					
6. How often do you feel overly active and compelled to do things, like you were driven by a motor					
PART B					
7. How often do you make careless mistakes when you have to work on a boring or difficult project?					
8. How often do you have difficulty keeping your attention when you are doing boring or repetitive work?					
9. How often do you have difficulty concentrating on what people say to you, even when they are speaking to you directly?					
10. How often do you misplace or have difficulty finding things at home or at work?					
11. How often are you distracted by activity or noise around you?					
12. How often do you leave your seat in meetings or other situations in which you are expected to remain seated?					
13. How often do you feel restless or fidgety?					
14. How often do you have difficulty unwinding and relaxing when you have time to yourself ?					
15. How often do you find yourself talking too much when you are in social situations?					
16. When you're in a conversation, how often do you find yourself finishing the sentences of the people you are talking to, before they can finish them themselves?					
17. How often do you have difficulty waiting your turn in situations when turn taking is required?					
18. How often do you interrupt others when they are busy?					

Mood Disorder Questionnaire (MDQ)

Patient Name _____ Date _____

INSTRUCTIONS: Please answer each question as best you can.

1. Has there ever been a period of time when you were not your usual self and... **YES** **NO**

- | | | |
|--|--------------------------|--------------------------|
| ... you felt so good or so hyper that other people thought you were not your normal self or you were so hyper that you got into trouble? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... you were so irritable that you shouted at people or started fights or arguments? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... you felt much more self-confident than usual? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... you got much less sleep than usual and found that you didn't really miss it? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... you were more talkative or spoke much faster than usual? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... thoughts raced through your head or you couldn't slow your mind down? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... you were so easily distracted by things around you that you had trouble concentrating or staying on track? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... you had much more energy than usual? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... you were much more active or did many more things than usual? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... you were much more social or outgoing than usual, for example, you telephoned friends in the middle of the night? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... you were much more interested in sex than usual? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... you did things that were unusual for you or that other people might have thought were excessive, foolish or risky? | <input type="checkbox"/> | <input type="checkbox"/> |
| ... spending money got you or your family in trouble? | <input type="checkbox"/> | <input type="checkbox"/> |

2. If you checked YES to more than one of the above, have several of these ever happened during the same period of time?

3. How much of a problem did any of these cause you - like being able to work; having family, money or legal troubles; getting into arguments or fights?

- No problem Minor problem Moderate problem Serious problem

4. Have any of your blood relatives (children, siblings, parents, grandparents, aunts, uncles) had manic-depressive illness or bipolar disorder?

5. Has a health professional ever told you that you have manic-depressive illness or bipolar disorder?

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QUALITY OF LIFE SCALE (QOL)

Please read each item and circle the number that best describes how satisfied you are at this time. Please answer each item even if you do not currently participate in an activity or have a relationship. You can be satisfied or dissatisfied with not doing the activity or having the relationship.

	Delighted	Pleased	Mostly Satisfied	Mixed	Mostly Dissatisfied	Unhappy	Terrible
1. Material comforts home, food, conveniences, financial security	7	6	5	4	3	2	1
2. Health - being physically fit and vigorous . . .	7	6	5	4	3	2	1
3. Relationships with parents, siblings & other relatives- communicating, visiting, helping . . .	7	6	5	4	3	2	1
4. Having and rearing children	7	6	5	4	3	2	1
5. Close relationships with spouse or significant other	7	6	5	4	3	2	1
6. Close friends	7	6	5	4	3	2	1
7. Helping and encouraging others, volunteering, giving advice	7	6	5	4	3	2	1
8. Participating in organizations and public affairs	7	6	5	4	3	2	1
9. Learning- attending school, improving understanding, getting additional knowledge . .	7	6	5	4	3	2	1
10. Understanding yourself - knowing your assets and limitations - knowing what life is about . .	7	6	5	4	3	2	1
11. Work - job or in home	7	6	5	4	3	2	1
12. Expressing yourself creatively	7	6	5	4	3	2	1
13. Socializing - meeting other people, doing things, parties, etc	7	6	5	4	3	2	1
14. Reading, listening to music, or observing entertainment	7	6	5	4	3	2	1
15. Participating in active recreation	7	6	5	4	3	2	1
16. Independence, doing for yourself	7	6	5	4	3	2	1

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Patient Health Questionnaire and General Anxiety Disorder

(PHQ-9 and GAD-7)

Patient Name _____ Date _____

Over the last 2 weeks, How often have you been bothered by any of the following problems?

Please circle your answers.

PHQ-9	Not at all	Several days	More than half the days	Nearly every day
1. Little interest or pleasure in doing things	0	1	2	3
2. Feeling down, depressed, or hopeless	0	1	2	3
3. Trouble falling or staying asleep, or sleeping too much	0	1	2	3
4. Feeling tired or having little energy	0	1	2	3
5. Poor appetite or overeating	0	1	2	3
6. Feeling bad about yourself – or that you are a failure or have let yourself or your family down	0	1	2	3
7. Trouble concentrating on things, such as reading the newspaper or watching television	0	1	2	3
8. Moving or speaking so slowly that other people could have noticed? Or the opposite – being so fidgety or restless that you have been moving around a lot more than usual	0	1	2	3
9. Thoughts that you would be better off dead or of hurting yourself in some way	0	1	2	3
Add the score for each column				

Total Score (add your column scores): _____

If you checked off any problems, how difficult have these made it for you to do your work, take care of things at home, or get along with other people? (Circle one)

Not difficult at all

Somewhat difficult

Very difficult

Extremely difficult

Over the last 2 weeks, How often have you been bothered by any of the following problems?

Please circle your answers.

GAD-7	Not at all sure	Several days	Over half the days	Nearly every day
1. Feeling nervous, anxious, or on edge				
2. Not being able to stop or control worrying				
3. Worrying too much about different things				
4. Trouble relaxing				
5. Being so restless that it is hard to sit still				
6. Becoming easily annoyed or irritable				
7. Feeling afraid, as if something awful might happen				
Add the score for each column				

Total Score (add your column scores): _____

If you checked off any problems, how difficult have these made it for you to do your work, take care of things at home, or get along with other people? (Circle one)

Not difficult at all

Somewhat difficult

Very difficult

Extremely Difficult

Rapid Mood Screener (RMS)

Patient Name _____ Date _____

Are you among the millions of people who have depressive symptoms? Answer the following questionnaire about your medical history and provide it to your doctor or nurse to assist in an important conversation about your mood.

Please select one response for each question. You can complete the **RMS** in less than 2 minutes.

	YES	NO
1. Have there been at least 6 different periods of time (at least 2 weeks) when you felt deeply depressed?	<input type="checkbox"/>	<input type="checkbox"/>

2. Did you have problems with depression before the age of 18?	<input type="checkbox"/>	<input type="checkbox"/>
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3. Have you ever had to stop or change your antidepressant because it made you highly irritable or hyper?	<input type="checkbox"/>	<input type="checkbox"/>
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4. Have you ever had a period of at least 1 week during which you were more talkative than normal with thoughts racing in your head?	<input type="checkbox"/>	<input type="checkbox"/>
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5. Have you ever had a period of at least 1 week during which you felt any of the following: unusually happy; unusually outgoing; or unusually energetic?	<input type="checkbox"/>	<input type="checkbox"/>
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6. Have you ever had a period of at least 1 week during which you needed much less sleep than usual?	<input type="checkbox"/>	<input type="checkbox"/>
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CONSENT FOR TREATMENT

By signing this form, I am requesting and giving my consent to PSGP Psychiatric Clinicians, and the doctors, nurses, psychologists and other people who work here, to provide me with outpatient medical and mental health treatment, do tests, and give other care.

I understand that such treatment may be disruptive to a patient and may cause a patient to become anxious or develop anxieties, depression or other symptoms.

I understand that certain medications may be prescribed in connection with such treatment and that such medications may have various side effects, known and unknown. Such medications are approved by the Food and Drug Administration.

I understand that no guarantee or promise, oral or written has been given by anyone either as to the result of treatment that may be obtained, or as to the risk, consequences or complications that may be involved in the treatment.

I know if I have questions about my medical and/or mental health care or tests, I should be sure to ask the doctors or nurses about them. I know it is up to me to tell the doctors or nurses about drugs or medicines I am taking.

I understand that communications between PSGP Psychiatric Clinicians, and family members involved in my care may be determined to be appropriate to my care and, therefore, authorize such communication. I also understand that communications between my primary care or referring physician may be necessary to my treatment and authorize such communication. I will disclose information regarding my physical health, and I understand that a health report will be requested from my physician at the initiation of treatment.

I give permission to PSGP Psychiatric Clinicians, to provide my medical and/or mental health records (or copies of them) to hospitals, clinics, doctors, nurses, and health care providers who validly request them for the purpose of my medical and/or mental health care. This permission includes medical and/or mental health records which relate to diagnosis or treatment of substance abuse, psychological conditions, or sexually transmitted diseases.

FEES AGREEMENT

I understand that it is my responsibility to obtain information about my insurance coverage from my employer or insurance carrier and that PSGP Psychiatric Clinicians, staff is available to guide me in securing information.

I understand that PSGP Psychiatric Clinicians, will bill me its charges for services and facilities provided to me. I agree to pay PSGP Psychiatric Clinicians all charges for services rendered to me promptly after I am billed. I understand that PSGP Psychiatric Clinicians is not responsible if for some reason PSGP Psychiatric Clinicians is not paid by an insurer, government payer, or third party-payer and that, except as stated below, payment for services rendered by PSGP Psychiatric Clinicians is my responsibility. I agree that I will pay PSGP Psychiatric Clinicians the amount of any charges not paid by insurance or another third-party payer, unless and only to the extent that my health insurer has an agreement with PSGP Psychiatric Clinicians, which prohibits billing me for PSGP Psychiatric Clinicians services and fees.

If I file a claim for hospital, surgical, physician, disability, no-fault liability or hospital benefit insurance related to the services rendered by PSGP Psychiatric Clinicians, I hereby assign to PSGP Psychiatric Clinicians any money that I am entitled to directly to PSGP Psychiatric Clinicians. I also PSGP Psychiatric Clinicians agree that I will sign any necessary authorizations or consents which Psychiatric Services of Grosse Pointe requests as necessary to enable my insurance companies to pay any such money directly to Psychiatric Services of Grosse Pointe. If any similar agreement is made with any other person after today, I agree to pay PSGP Psychiatric Clinicians, the money needed to pay my bill before any other such person or organization is paid.

I UNDERSTAND THAT I MAY BE CHARGED FOR MISSED APPOINTMENTS WHICH HAVE NOT BEEN CANCELLED WITHIN 24 HOURS OF THE SCHEDULED APPOINTMENT TIME.

I HEREBY CERTIFY THAT I HAVE READ AND FULLY UNDERSTAND THE ABOVE CONSENT TO TREATMENT AND FEES AGREEMENT AND THAT THE EXPLANATIONS REFERRED TO HAVE BEEN MADE.

WITNESS _____ PATIENT SIGNATURE _____

DATE _____ DATE _____

PARENT/LEGAL GUARDIAN _____ DATE _____

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**ONE TIME AUTHORIZATION AGREEMENT
(MEDICARE INSURANCE PATIENTS ONLY)**

I (print name) _____, request that payment of the authorized Medicare or other insurance benefits be made on my behalf for any services furnished by PSGP Psychiatric Clinicians. I authorize any holder of medical psychiatric information about me to be released to the Health Care Financing Administration and its agents for any information needed to determine these benefits for related services. I understand my signature requests payment be made and authorizes release of medical information necessary to pay the claim. If other health insurance indicated in item 9 of the HCFA 1500 form or elsewhere on other approval claim forms, my signature authorized releasing the information to the insurer or agency shown. Payment is to go to the provider for services rendered.

Patient Signature: _____ Date: _____

Consent of Legal Guardian or Personal Representative is necessary if patient is unable to sign or is a minor. Proof of such will be required.

Guardian/Parent/Personal Representative Signature: _____

Relationship to Patient: _____ Date: _____

(Office Staff Only)
Witness Signature: _____ Date: _____



**ACKNOWLEDGEMENT OF RECEIPT OF PRIVACY PRACTICES NOTICE
(HIPPA POLICY- Health Insurance Portability & Accountability Act)**

A Notice of Policies and Practices to protect the privacy of your patients health information has been given to me and I understand the provisions. I understand that the terms of the Notice may change and that I may obtain a revised copy by contacting the Privacy Office listed in the notice.

I am signing that I understand and have received the HIPPA policy form:

Patient Signature: _____ Date: _____

Consent of Legal Guardian or Personal Representative is necessary if patient is unable to sign or is a minor. Proof of such will be required.

Guardian/Parent/Personal Representative Signature: _____

Relationship to Patient: _____ Date: _____

(Office Staff Only)
Witness Signature: _____ Date: _____

PSGP Psychiatric Clinicians

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**CONSENT TO RELEASE INFORMATION
(TO INSURANCE COMPANY)**

Your records which are held in custody by PSGP Psychiatric Clinicians, are privileged and confidential. A general medical authorization to release psychiatric and/or psychological information is invalid according to Federal Regulation, 42, CFR, Part 2. Your records will not be released without this waive, or one that complies with office policy, except under the following circumstances: In the event of a valid court order or an emergency.

Patient Name: (Print) _____

Birth Date: _____ Social Security Number: _____

I authorize PSGP Psychiatric Clinicians to release to my **INSURANCE COMPANY**

NAME OF INSURANCE COMPANY: _____
(PLEASE WRITE "N/A" IF YOU DO NOT HAVE INSURANCE)

The following information will be released if necessary:
DIAGNOSIS, PROGNOSIS, PROGRESS NOTES, DATES OF SERVICE
to include any substance abuse information and psychiatric records

Purpose or need for this information: PAYMENT ON CLAIMS, VERIFY BENEFITS

This consent will expire upon satisfaction of the need for disclosure, unless otherwise specified. I may revoke this authorization at any time provided I notify PSGP Psychiatric Clinicians in writing to that effect. However, such revocation will have no effect on any action previously taken. I understand that once the specified information herein has been disclosed to the recipient, that entity and or previously taken. I understand that one the specified information herein has been disclosed to the recipient, that entity and or recipient may re-disclose the information received and said information may no longer be protected by the Federal Privacy Laws.

Will expire upon satisfaction of the need for disclosure, not to exceed 90 days after termination of treatment.

Patients Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

(Office Staff Only) Witness Signature: _____ Date: _____

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**CONSENT TO RELEASE INFORMATION
(TO PRIMARY CARE PHYSICIAN)**

Your records which are held in custody by PSGP Psychiatric Clinicians, are privileged and confidential. A general medical authorization to release psychiatric and/or psychological information is invalid according to Federal Regulation, 42, CFR, Part 2. Your records will not be released without this waive, or one that complies with office policy, except under the following circumstances: In the event of a valid court order or an emergency.

Patient Name: (Print) _____

Birth Date: _____ Social Security Number: _____

I authorize Psychiatric Services of Grosse Pointe to release to my **PRIMARY CARE PHYSICIAN**

NAME OF PRIMARY CARE PHYSICIAN/ADDRESS: _____

(PLEASE WRITE "N/A" IF YOU DO NOT HAVE A PCP PHYSICIAN OR YOU WISH NOT TO RELEASE INFORMATION TO ONE AT THIS TIME.)

The following information will be released if necessary:

****LETTER TO PRIMARY CARE PHYSICIAN TO INCLUDE; DIAGNOSIS, PROGNOSIS, PROGRESS NOTES, DATES OF SERVICE, MEDICATIONS, AND RECOMMENDED TREATMENT.****

to include any substance abuse information and psychiatric records

Purpose or need for this information: TO NOTIFY PRIMARY CARE PHYSICIAN OF PATIENT STATUS

This consent will expire upon satisfaction of the need for disclosure, unless otherwise specified. I may revoke this authorization at any time provided I notify PSGP Psychiatric Clinicians in writing to that effect. However, such revocation will have no effect on any action previously taken. I understand that once the specified information herein has been disclosed to the recipient, that entity and or previously taken. I understand that one the specified information herein has been disclosed to the recipient, that entity and or recipient may re-disclose the information received and said information may no longer be protected by the Federal Privacy Laws.

Will expire upon satisfaction of the need for disclosure, not to exceed 90 days after termination of treatment.

Patients Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

(Office Staff Only) Witness Signature: _____ Date: _____

PSGP Psychiatric Clinicians

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CONSENT TO RELEASE OR RECEIVE INFORMATION

Your records which are held in custody by PSGP Psychiatric Clinicians, PLLC., are privileged and confidential. A general medical authorization to release psychiatric and/or psychological information is invalid according to Federal Regulation, 42, CFR, Part 2. Your records will not be released without this waiver, or one that complies with office policy, except under the following circumstances: In the event of a valid court order or an emergency.

Patient Name: _____

Birthdate: _____ Social Security Number: _____

I authorize PSGP Psychiatric Clinicians, PLLC.: (circle one preference only)

Release to: _____

Receive from: _____

The following information:

Psychiatric/Psychological Evaluation*

Progress Notes* _____ All dates of service; or From _____ To _____

Entire Chart (to include all progress notes, medication calls, consents for meds, medication log)*

Other* _____

To include any substance abuse information and psychiatric records

Purpose or need for the information: _____

This consent will expire upon satisfaction of the need for disclosure, unless otherwise specified. I may revoke this authorization at any time provided I notify Psychiatric Services of Grosse Pointe, PLLC., in writing to that effect. However, such revocation will have no effect on any action previously taken. I understand that once the specified information herein has been disclosed to the recipient, that entity and or recipient may re-disclose the information received and said information may no longer be protected by the Federal Privacy Laws. We will not condition treatment, payment, enrollment or eligibility for benefits on whether this authorization is signed or not. A copy of this signed authorization may be obtained upon request.

Upon satisfaction of the need for disclosure. This authorization will expire one year from date signed.

Patient's Signature: _____ Date: _____

Consent of Legal Guardian or Personal Representative is necessary if Client is unable to sign. Proof of such will be required.

Signature of Guardian, Parent, or Personal Representative: _____

Relationship to Patient: _____ Date: _____

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Witness Signature: _____ Date: _____

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Please remember to include in the returned paperwork, Copies of the front and back of your picture ID that include address (driver license or state ID) passports will not be accepted, and the front and back of ALL INSURANCE cards.