

PURSUIITS NETWORK
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303.886.0272

STATEMENT OF UNDERSTANDING AND RELEASE FORM

Welcome! We are happy you are here. **PURSUIITS** is a coaching, consulting and wellness network connecting you to Licensed Therapists, Coaches, Consultants and Specialists who provide an array of services and expertise to help guide you to the outcome you are seeking. We are there in every step toward transition, clarity and growth.

CONFIDENTIALITY

PURSUIITS services are strictly confidential within the limits of the law. Under the Health Insurance Portability and Accountability Act (HIPAA) of 1996, the privacy of your health information is protected by law. **PURSUIITS NETWORK** maintains a "Notice of Privacy Practices" which describe how your protected health information may be used and disclosed and how you can obtain this information. If you wish to obtain a copy of this, call **PURSUIITS** 303-886.0272

Generally speaking, the information provided by and to the client during therapy/coaching or consulting sessions is legally confidential and cannot be released without the client's consent.

There are exceptions to this confidentiality, some of which are listed in section 12-43-218 of the Colorado Revised Statutes and the HIPAA Notice of Primacy Rights you were provided as well as other exceptions in Colorado and Federal law. If a legal exception arises during therapy, if feasible, you will be informed accordingly. The Mental Health Practice Act (CRS 12-43-10-1, et seq.) is available at:

<http://www.dora.state.co.us/mental-health/Statute.pdf>. For example, some of the exceptions would include: suspected child abuse, molestation or incest, a client is in danger of hurting self or others, danger of violence, suspected abuse of the elderly or others unable to care for themselves, suspected threat to national security, subpoenaed testimony in criminal court cases, orders to violate privilege by judges in child custody and divorce cases

In a professional relationship, sexual intimacy is never appropriate and should be reported to the board that licenses, registers, or certifies the licensee, registrant or certificate holder.

You are entitled to receive information from your therapist, coach or consultant about the methods of therapy, the techniques used, the duration of your service. You can seek a second opinion from another professional or terminate service at any time. In your intake forms, you will receive a Fee Structure as well as information concerning techniques and methods of treatment.

EDUCATIONAL BACKGROUND:

Sharla Macy, Licensed Marriage and Family Therapist and CEO of **PURSUIITS** received her Masters' Degrees from Austin College in Education and in Counseling from St. Mary's University. You may request the educational credentials from any of our Providers prior or upon service. Sharla conducts all assessments for **PURSUIITS** to date.

CHILDREN AND ADOLESCENTS

A child fourteen or younger seen in this office must have the signature of a parent. In the case of divorce, the authorization must be signed by both parents or the court document presented giving sole custody

ASSESSMENT AND PLANNING PROCESS:

Upon assessment for services through our intake process, your name will be referred to our service providers and authorized for services assessed to best meet your needs. Your signature on this form gives permission to refer you and discuss the plan with the authorized provider.

CONTACT INFORMATION:

Professional services are offered by scheduled appointment with the designated Provider. If **PURSUIITS** believes your needs or issues are above our level of expertise, or outside of our scope of practice we are legally required to refer, terminate or consult. If, for any reason, you are unable to contact Sharla Macy/**PURSUIITS** by telephone 303.886.0272 or you are having a true emergency, please call 911 or go to the nearest hospital emergency room.

You may make appointments and contact **PURSUIITS** in the following ways:

For appointments: Office Phone (Hours M-F 9-5) 303.886.0272. Our email address is sharla.macy@pursuitsnetwork.com

To leave a confidential message for **PURSUIITS**/Sharla Macy phone 303.886.0272

To receive our newsletters and updates, sign up at pursuitsnetwork.com.

FEES and PAYMENT:

Upon assessment, a plan will be customized. Payment for all services included will be paid directly to **PURSUIITS** via check, cash or credit card on file. Jill Fleishman, CFO handles all billing and payment matters. (jill.fleishman@pursuitsnetwork.com) Upon the completion of those services, additional services may be requested and authorized directly with **PURSUIITS** and paid prior or upon the service date. If the service is terminated for any reason before the completion of the contract, a refund or credit may be given upon discussion.

CANCELLATION POLICY

Your sessions will be held in the offices designed to work with your needs. A 24 hour cancellation policy is required, and the client will be accountable for the payment of that missed session.

Your signature below will grant permission to discuss your plan with those authorized providers. It will also indicate that you have read and agree to this form.

RELEASE OF INFORMATION

I hereby give my consent to the following Pursuits Providers

and/or referring resources:

Name: _____ **Date:** _____

NEWSLETTER AND ONLINE SUPPORT

Please check and supply your email address if you would like to receive our newsletter. This newsletter offers resources, blogs and events to support our clients. Please do "LIKE" our Facebook page at Pursuits Coaching and Wellness Network.

and do sign up for our newsletter!

___I would like to receive the Pursuits Newsletter

My email address is: _____

Name of Client _____

Date: _____

Client Signature _____

Provider Signature _____

Date _____

Thank You. We look forward to our work together in helping you achieve your goals.