

CLIENT NAME: DATE OF BIRTH: CLIENT #:	
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INITIAL TREATMENT AGREEMENT

- 1. Each clinic-based therapy session is approximately 45 60 minutes in duration. Each home, telehealth or school-based visit is 60 minutes in duration. For ABA services, each client will have a unique schedule dependent on the results of the initial assessment. The BCBA will indicate recommended hours for each client on the initial assessment report.
- 2. Information given to the clinician is confidential and can only be released with your specific written consent, unless you are referred for services under legal circumstances, if emergency conditions prevail, or an unusual situation occurs involving the judicial system. Kinder Konsulting and Parents Too contractors are required by law to report all suspicions of neglect or abuse to the appropriate agency, as well as threat to harm or intent to harm self or someone else.
- 3. Any information pertaining to your mental health should be discussed with your therapist. It is your responsibility to provide your/your child's social security number and date of birth in order to confirm appointments or identify your/your child's therapist or psychiatrist. No other information will be provided overt the phone unless Kinder Konsulting and Parents Too staff can confirm your identity.
- 4. An individualized treatment plan will be completed with the individual receiving services, parent/legal guardian, and the clinician. All involved will voluntarily agree to follow the plan as outlined.
- 5. Efforts will be made to arrange appointments, which will be as convenient as possible for you to attend. At times, compromises will be necessary.
- 6. If you know you cannot keep a scheduled appointment, please call to cancel at least 24 hours in advance.
- 7. If you cancel or do not show up for two scheduled appointments, a supervisor may review your case. It may be determined that you are no longer eligible to receive services. You will be informed of any plans to terminate services.
- 8. Kinder Konsulting and Parents Too clinicians are not on call and are unable to address issues outside of normal business hours (8:30 5:00). If a crisis situation occurs, you are advised to proceed to the nearest emergency room.
- 9. Children should not be dropped off for their appointments or left unattended while in the waiting room.

Name of Clinician:



C	CLIENT NAME:	DATE OF BIRTH:	CLIENT #:
ROLE	OF THE CLINICIAN		
1.	The ongoing provider will provide yo own experience and credentials.	ou with a program description c	and information about their
2.	The ongoing provider will work with y treatment specific to your individual treatment plan and approach with	set of needs. The ongoing pro	vider will develop the
3.	Discharge planning begins at the tin process.	ne of admission and continues	throughout the treatment
	I acknowledge that I have received treatment agreement and a brochurights as a client.	• •	
	☐ By checking here, and giving my cell phone number below, I am con Communication, including emails a	senting to electronic	
Signa	ture of Client and Parent/Guardian: _		
Name	of Parent/Legal Guardian:		Date:
Paren	ł/Guardian Email:		Cell:
Signa	ture of Clinician:		

Clinician Cell:

Date: _____



CLIENT NAME: DATE OF BIRTH: CLIENT #:	
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INTAKE CONSENTS

STATEMENT OF AUTHORITY TO CONSENT

I certify that I have the legal authority to consent to treatment, medication, release of information, and all legal issues involving the above-named client. Upon request, I will provide Kinder Konsulting & Parents Too, Inc. with proper legal documentation to support this claim. I further agree that if my status as legal guardian should change, I will immediately notify Kinder Konsulting & Parents Too, Inc. of the name, address, and telephone number of the person who has assumed guardianship of the above-named client.

				EATMENT LOCATION	100	逾
			•	s ment and service ts Too, Inc. at the fo		t and services
	O Yes	O No	Client Home	: :		
	O Yes	O No	Client Schoo	ol:		
	O Yes	O No	Other:			
abo infor	ve-name mation f	ed clier for the p	nt. I understand purpose of asse	d that these person essment, treatment	ons to be involved in the trans s will need to have access t, and health care operation	s to protected health ons.
Scho	ool Perso	nnel:	☐ Teacher	□ Counselor	☐ Behavior Specialist	·
			□ SAFE Coord	dinator	☐ Other:	
Othe	er Family	Memb	ers:	□ Stepparent	☐ Siblings	□ Grandparents
				□ Foster parents	Other:	
Refe	rral Sour	ce Age	ency & Name:			
Othe	er Curren	nt Treati	ment Provider	Names & Agencies		



CLIENT NAME:	DATE OF BIRTH:	CLIENT #:	

PRIVACY EXCEPTIONS

In some circumstances, we are required to report private information about you. We have a duty to report suspicion of child abuse and neglect to the State of Florida. We have a duty to warn potential victims if we believe that their lives are in danger. Other exceptions to privacy are explained in the Privacy Notice.

FUNDING AUTHORIZATION

GRIEVANCE PROCEDURE

If you are not satisfied with the services, you receive from the staff assigned to you or wish to make a complaint please call the Program Manager. If you are not satisfied with the response from the Program Manager, you may submit a written grievance to the Program Director, who will respond to your grievance within 14 days. If you are not satisfied with the response of the Program Director, you may forward your written grievance to the Executive Director. The Executive Director will render a decision within 14 days, which will be final. A copy of the full grievance procedure is available upon request.

A copy of this release shall be valid as the original.

THIS CONSENT EXPIRES 1 YEAR FROM THE DATE SIGNED, OR UPON DISCHARGE

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☐ I received a copy of the Kinder Konsulting & Parents Too, In "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.*

The information on this page has been explained to me. I understand that I may revoke consent for the above at any time, however, I cannot revoke consent for action that has already been taken.



CLIENT NAME:	DATE OF BIRTH:	CLIENT #:
Signature of Client and Parent/Guardian:		
Name of Parent/Legal Guardian:		Date:
Parent/Guardian Email:		Cell:
Signature of Clinician:		
Name of Clinician:		Date:
Clinician Email:		_
	(Clinician Cell:





CLIENT NAME:	DATE OF BIRTH:	CLIENT #:
ACKNOWLEDGEMENT (OF NOTICE OF PRIVAC	Y PRACTICES
The Notice of Privacy Practices tells you he information about you. Not all situations we privacy practices for the information we determine the information with the informat	rill be described. KKP is required to g	•
I acknowledge receipt of Notice of Privac	y Practices:	
I have had a chance to ask question protected.	ns about how my information will be	used, disclosed, and
Signature of Client and Parent/Guardian:		
Name of Parent/Guardian:		Date:
Email of Parent/Guardian:		Cell:
Is this an Emergency Treatment Situation?	O Yes O No	
Was written Notice of Privacy Pract Was Notice given in another way? If written Notice was not provided,	O Yes	
Has client signed Notice of Receipt If no, did client otherwise acknowle If Notice was acknowledged in and O Verbal If no acknowledgement was received.	OWLEDGEMENT OF RECEIPT of Privacy Practices? O other way, method of acknowledge of Fax O Email O Website yed, document why you were unab	Yes O No ement: le to get an
acknowledgement:	and the efforts you made to get the	
Signature of Person Recording Acknowled		
Name of Person Documenting:		Date:

Name of Clinician:



CLIENT NAME:	DATE OF BIRTH:	CLIENT #:
REPRESENTATION (OF LEGAL AUTHORITY (Consent to Treat)
STATEMENT		
, , ,	inducement to Kinder Konsulting an ed above, I hereby represent and co	·
I have the legal right to authorize t	reatment for my minor child describ	ed above. O Yes O No
I hereby consent to treatment of m	ny minor child described above.	O Yes O No
I have the legal right and authority minor child above and no Court he	to access the medical/therapy recast limited my rights.	cords of my O Yes O No
Signature of Client and Parent/Gua	ardian:	
Name of Parent/Legal Guardian: _		Date:
Parent/Guardian Email:		Cell:
Signature of Clinician:		

Clinician Cell: _

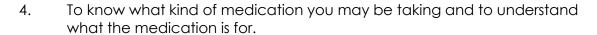
Date: _____



CLIENT NAME: DATE OF BIRTH: CLIENT #:	
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YOU HAVE THE RIGHT!

- 1. To be respected at all times.
- 2. To dignity, privacy, and humane care.
- 3. To be involved in your treatment.



- 5. To receive prompt and appropriate medical care.
- 6. To have your clinical record kept confidential at this program.
- 7. To have information communicated to you and your family (verbally and written) in your native language.
- 8. To call the ABUSE HOTLINE at 1-800-962-2873 if you feel any staff person here has threatened you, hit you or asked you to do anything sexual; the Human Rights Advocacy Committee (1-800-342-0825) and/or the Advocacy Center for Persons with Disabilities (1-800-342-0823). You should always report anything that really bothers you to the Program Director or your child's ongoing provider.
- 9. To quick responses to questions.
- 10. To know who is treating you.
- 11. To know the rules and regulations of your program.
- 12. To report any complaint, you may have regarding these rights by using the grievance procedure.

Signature of Client and Parent/Guardian:	
Name of Parent/Legal Guardian:	Date:
Parent/Guardian Email:	Cell:
Signature of Clinician:	
Name of Clinician:	Date:
	Clinician Cell:



CLIENT NAME:	DATE OF BIRTH:	CLIENT #:
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CONSENT AND WAIVER

CONSENT AND WAIVER

The undersigned acknowledges that Kinder Konsulting & Parents Too, Inc., hereinafter referred to as KKP, is providing services to, or for the benefit of requiring, as partial consideration for providing said service, the execution of this Consent and Waiver which is being executed by the undersigned as the natural parent, guardian, or other responsible party for the aforementioned patient/client.

The specific terms of this Consent and Waiver are as follows:

- 1. KKP is providing services including, but not necessarily limited to, mental health consultation, behavior analysis services, evaluation, program development, and treatment of the aforementioned patient/client.
- 2. KKP will provide the aforementioned services in a professional manner and will take every precaution within reason to ensure the safety of the patient/client. KKP has informed the undersigned that treatment strategies are often play-based or interactive in nature and accordingly, can potentially pose risk of injury to the patient/client.
- 3. The undersigned herby acknowledges the potential risk of inadvertent injury to the patient/client.
- 4. The undersigned hereby acknowledges the potential risks of injury based on the strategies implemented by KKP and consents to the same despite the disclosed risks. Furthermore, the undersigned herby waives, on behalf of the undersigned as well as the patient, together with the heirs, devisees, or assignees of the undersigned or the patient, any and all liability for personal injury, physical, or otherwise, which may be incurred by the patient/client as a result of the provision of services.
- 5. The undersigned, on behalf of the undersigned as well as the patient/client, the heirs, devisees, or assignees, hereby agrees to hold harmless and indemnify KKP from any and all losses which KKP may experience or be exposed to by reason of injury to the patient for provision of the services as outlined herein. The indemnification shall include any and all losses as well as attorney's fees and costs.
- 6. The undersigned acknowledges and agrees that the execution of this form, and the promises and conditions as set forth herein, are partial consideration for the provision of services to the patient/client by KKPT.
- 7. The undersigned acknowledges and agrees that the undersigned fully understands the terms of this Agreement and has had an opportunity to consult with independent counsel prior to executing this form.

Name of Parent/Legal Guardian:	Date:
Parent/Guardian Email:	Cell:
Signature of Clinician:	
Name of Clinician:	Date:
	Clinician Cell:



CLIENT NAME:	DATE OF BIRTH:	CLIENT #:
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CONSENT FOR IN-PERSON SERVICES AND WAIVER

I understand and acknowledge that allowing my child to have direct contact with their therapist for face-to-face sessions in my home may pose a health risk to my child, my family, and/or the therapist if there is any inadvertent exposure to viruses, including but not limited to COVID-19. To that end, I attest and agree to the following:

- I understand that the therapist and agency are informed of any applicable CDC guidelines and will take the appropriate measures to mitigate risks of illness.
- I agree that I, my child, and all others in the home will participate in measures recommended by the therapist to limit and prevent the transmission of illnesses. This may include wearing face coverings, having our temperature taken, and other measures.
- I understand that the therapist will not come to my home to conduct sessions in person if they
 have symptoms such as fever, sore throat, cough, or other flulike symptoms.
- I agree to inform the therapist, prior to their visit, of symptoms my child or others in the home may present such as fever, sore throat, cough, or other flu-like symptoms. I understand that sessions will not be conducted in the home if symptoms are present.
- I understand that if the therapist, upon arriving at my home, believes that my child or others in the home may have symptoms, the session will be cancelled.
- I understand and agree that for the safety of all, both the
 therapist and I must openly communicate regarding
 concerns of possible contagion, such as my child, members
 of our household and/or the therapist having symptoms of, or
 being diagnosed with, a contagious illness.



Name of Clinician:



CLIENT NAME:	DATE OF BIRTH:	CLIENT #:
	understand that despite best efforts by K ny household, some illnesses may still be	_ ·
am a my cl child to red I wan the a	erstand that by my child participating in ssuming the risk of possible exposure to child, and my household. I understand the receiving therapy through telehealth are seive in-person therapy services. I will not my child to receive services through tegency may require that services be procey deems it necessary.	contagious illness for myself, at I have the option of my ad I have chosen for my child otify the agency if at any time elehealth. I understand that
	ency, therapist, nor myself and my hous therapy sessions occur with my child.	ehold will be liable for illnesses
Signature of Client and Parent/Gu	ardian:	
Name of Parent/Legal Guardian:		Date:
Parent/Guardian Email:		Cell:
Signature of Clinician:		

Clinician Cell:

Date: _____



CLIENT NAME: DATE OF BIRTH: CLIENT #:	
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NO SHOW AND CANCELLATION POLICY

Regular attendance is required for our services to be effective. Irregular attendance also cost both the staff person and the program time and money. It is therefore the responsibility of the client or his/her legal guardian to attend all scheduled appointments.

NO SHOW POLICY

- 1. For in person services, if you do not call to cancel before the staff person has left to go to your house, it is considered a NO SHOW.
- 2. For each NO SHOW, you will be billed a NO SHOW fee of \$20, to partially cover the costs involved. The bill will be sent to your house with a return envelope to be mailed back to Kinder Konsulting & Parents Too, Inc.
- 3. After the first NO SHOW, the staff person will call to reschedule the appointment.
- 4. After the second NO SHOW, the Director of the program will send you a letter explaining that you must call her if you desire to continue services.
- 5. After the third NO SHOW, your case will be closed.
- 6. For ABA services, please see additional policy consent regarding no show sessions, attendance, and schedule agreement.





	CLIENT NAME:	DATE OF BIRT	TH: CLIENT #:
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CANCELLATION POLICY

- 1. For in person services If you reach the staff person before he/she has left to come to your house, it is considered a CANCELLATION.
- 2. After the first cancellation, the staff person will call you to reschedule.
- 3. After two cancellations in a row, the Director of the program will send you a letter explaining that you must call him/her if you desire to continue services.
- 4. After the third cancellation in a row, your case will be closed.
- 5. If you cancel three times, with some attendance in between each cancellation, your therapist will discuss with you some possible solutions to the problem of irregular attendance.
- 6. For ABA services, please see additional policy consent regarding cancelled sessions, attendance, and scheduled agreement.

I the undersigned understand Kinder Konsulting & Parents Too, Inc. No Show & Cancellation Policies and agree to its' terms.



Signature of Client and Parent/Guardian:	
Name of Parent/Legal Guardian:	Date:
Parent/Guardian Email:	Cell:
Signature of Clinician:	
Name of Clinician:	Date:
	Clinician Cell:



CLIENT NAME:	DATE OF BIRTH:	CLIENT #:
CLIEINI INAIME.	DATE OF DIKTH.	CLIEINI #.

VIDEO TAPING WAIVER

The undersigned acknowledges that Kinder Konsulting & Parents Too, Inc., hereinafter referred to as KKP, is providing services to, or for the benefit of requiring, as partial consideration for providing said service, the execution of this Consent and Waiver which is being executed by the undersigned as the natural parent, guardian, or other responsible party for the aforementioned patient/client.

The specific terms of this Consent and Waiver are as follows:

- I understand that when KKP is providing services to the aforementioned patient/client in a setting other than the KKP office, such as a school, daycare facility, or other location, it is possible that the owner/operator of such facility or location may be engaged in video and/or audio recording for security or other purposes.
- 2. If and to the extent that KKP has actual knowledge that any such recording is taking place, your child's ongoing provider will use his/her best efforts to inform the parent, guardian, or responsible party of the client.

Although KKP will use its best efforts to maintain as much discretion as is practical and to provide services to the client on a confidential basis, the undersigned consents to the rendering of services to the patient in locations where video and/or audio recording may be taking place and understands and acknowledges that KKP cannot assure the confidentiality and privacy of services rendered in such settings. Accordingly, the undersigned waives and releases any claim against KKP relating to the performance of services by KKP in non-confidential and non-private settings such as those described above where video and/or audio taping may be taking place.

Signature of Client and Parent/Guardian:	
Name of Parent/Legal Guardian:	Date:
Parent/Guardian Email:	Cell:
Signature of Clinician:	
Name of Clinician:	Date:
	Clinician Cell:



CLIENT NAME:	DATE OF BIRTH:	CLIENT #:

TELEHEALTH/TELEMEDICINE CONSENT

The undersigned acknowledges that Kinder Konsulting & Parents Too, Inc., hereinc	after referred to as
KKP is providing services to, or for the benefit of	_, and is requiring,
as partial consideration for providing said service, the execution of this Consent ar	nd Waiver which is
being executed by the undersigned as the natural parent, guardian, or other resp	onsible party for
the aforementioned patient/client.	

The specific terms of this Consent and Waiver are as follows:

- I, the undersigned, understand and agree to the following:
 - 1. I understand that KKP utilizes a telehealth platform that is fully HIPAA compliant and adheres to the American Telemedicine Association (ATAP practical guidelines and standards, and as such, is appropriate for mental health services. This notwithstanding, I understand that when KKP is providing services to the aforementioned patient/client through telehealth there may be possible limitations/hazards due to the nature of telehealth therapy Bu using this service, I acknowledge and agree to hold the agency harmless from any loss or damages I may incur by the use of these services due to factors out of the agency control.
 - 2. Although KKP will use its best efforts to maintain as much discretion as is practical and to provide services to the client on a confidential basis, and in a private setting, it is contingent on the ability of the client to receive telehealth services in a private setting. I agree to maintain the level of privacy and will not hold the agency responsible for someone listening to the client's conversation in my home setting. I also agree to notify the therapist of any person in the room who may not be visible to the camera. Accordingly, I waive and release and claim against KKP relating to the performance of services by KKP in setting such as those described above.
 - 3. I agree to be responsible for setting up the video conferencing system at my site (at the direction of KKP therapist or staff) and establishing a private space for services to take place. Key factors in providing an appropriate space include:
 - a. Privacy from others outside of the room.
 - b. Comfortable seating.
 - c. Adequate lighting preferred lighting illuminates the faces of the participants. Back lighting and bright lights from windows can impeded video clarity.
 - d. Computers or mobile devices should be on a secure, stable platform and as much as possible placed at an angle to allow the client and/or caregiver's faces to be visible to the therapist.



CLIENT NAME:	DATE OF BIRTH:	CLIENT #:
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- 4. I understand that in the event of technical issues, the therapist (or another KKP staff) will reach out via telephone or instant message on the telehealth platform in order to troubleshoot the issues. KKP will make every effort to resolve technical issues, however I understand that they have no control over issues that arise from technology and/or internet/cellular issues on my end.
- 5. I understand that it is the policy of KKP to never record telehealth sessions without my express consent and notification as to how the information is to be stored, encrypted, protected, and accessed. Furthermore, I understand that I am not to record the sessions without first discussing this with the therapist and the therapist agreeing in writing, and I agree to not share any recording or portion of a recording with the general public.



Signature of Client and Parent/Guardian:	
Name of Parent/Legal Guardian:	Date:
Parent/Guardian Email:	Cell:
Signature of Clinician:	
Name of Clinician:	Date:
	Clinician Cell:



CLIENT NAME:	DATE OF BIR	RTH: CLIENT #:

AUTHORIZATION TO EXCHANGE HEALTH INFORMATION PRIMARY CARE PHYSICIAN

The purpose of this HIPAA consent is to release or obtain electronic protected health information concerning the above-named client. Health information may relate to my past, present or future physical or mental health condition, the provision of my health care, or payment for my health care services.

	The person whose information may be used, disclosed, or exchanged is:			
	Name:		(
	DOB:			
2.	The information may be disclosed to/exchanged	I with:	F	
	Any providerOnly the Entity specified below		1	
	Entity is: Configured for electronic exchangements of the configuration of the configu	ange	Ι.	
	■ Not configured for electronic ex	change	<u></u>	
	External Exchange Entity:			
	PCP Status: Client Has a PCP Clier	nt does not have a PCP		
	Physician Name:			
	Practice Name:			
	Address:	PCP Fax:		
	City/State/Zip:	Phone:		
3.	The information that may be disclosed/exchange	ed includes all records of diaan	osis and	
	treatment. Disclosures of psychotherapy notes is			
	Additional disclosure limitations:			

CLIENT NAME: _____



4. This information is permitted to be disclosed/exchanged for treatment purposes only.

__ DATE OF BIRTH: ______ CLIENT #: _____

	Additional details surrounding the purpose of information disclosure/exc	<u>change</u> :
5.	The persons or organizations receiving any disclosure of this information disclose any information received based upon the consent to organizate providing treatment to the client. I understand that Kinder Konsulting & I guarantee that the Recipient will not re-disclose my health information not be subject to federal laws governing privacy of health information.	tions or individuals Parents Too, Inc. cannot
6.	Consent:	cha
	☐ I GIVE CONSENT for protected health information exchange ☐ I DENY CONSENT for protected health information exchange	(:<u>:</u>) }
	Effective:	Jan Jan
	Expires: or upon discharge	SHEET S
7.	I understand that this permission may be revoked. I also understand that before this permission is revoked may not be retrieved. Any person or or this permission may continue to use or disclose records and protected in needed to complete work that began because this permission was given that I must provide any notice of revocation in writing to the Privacy Offe. Parents Too.	ganization that relied on nealth information as en. I further understand
8.	I understand that I may refuse to sign this Authorization and that my refu my ability to obtain treatment from Kinder Konsulting & Parents Too, Inc.	_
	ne person or parent/legal guardian of the person whose records will be unged. I give permission to use, disclose, and exchange records as descr	
	ure of Client and Parent/Guardian:	
	of Parent/Legal Guardian:	Date: Cell:
_	rure of Clinician:	 .
Name	of Clinician:Clinic	Date: ian Cell:



C	CLIENT NAME:		DATE OF BIRTH:	CLIENT #:
	AUTHORIZA	TION TO EXC	CHANGE HEALTH I	NFORMATION
conce	erning the above-no cal or mental health	med client. Health	e or obtain electronic protec information may relate to m ision of my health care, or p	y past, present or future
1.	The person whose i	nformation may be	used, disclosed, or exchang	ged is:
	Name:			
	DOB:			
2.	The information ma	y be disclosed to/e	exchanged with:	M JIL W
	Entity/School Name	e and Address:		
	Fax:		Phone:	
3.	attending.	ent for my child to re	eceive services in the schoo be seen in the school/dayco	·
	Exchange o	f Information ONLY,	and not for services to be a	conducted at this location.
4.		res of psychothera	/exchanged includes all rec by notes is not permitted.	cords of diagnosis and
5.	-		losed/exchanged for treatmose of information disclosur	· · ·



C	CLIENT NAME:	DATE OF BIRTH:	CLIENT #:
6.	disclose any information re providing treatment to the guarantee that the Recipie	es receiving any disclosure of this information ceived based upon the consent to orgolient. I understand that Kinder Konsult and will not re-disclose my health inform ws governing privacy of health informations.	ganizations or individuals ring & Parents Too, Inc. cannot nation to a third party that may
7.	•	rected health information exchange tected health information exchange	
	Effective:		H-1-1-1
	Expires:	or upon discharge	
	before this permission is rev this permission may continu needed to complete work that I must provide any not & Parents Too.	ssion may be revoked. I also understate oked may not be retrieved. Any person to use or disclose records and protest that began because this permission with the privation of the Privative of the sign this Authorization and that respectively.	on or organization that relied or ected health information as vas given. I further understand acy Officer at Kinder Konsulting
7.		ent from Kinder Konsulting & Parents To	
		uardian of the person whose records v se, disclose, and exchange records as	
		ardian:	
	t/Guardian Email:		Calle
	ture of Clinician:		
Name	e of Clinician:		Date:
			Clinician Cell: