



CONSULTANTS FOR CHANGE

733 E. Chapman Avenue

Fullerton, CA 92831

(714) 992-4656



CONSENT FOR TREATMENT

CONFIDENTIALITY. All information disclosed within sessions and the written records pertaining to those sessions are confidential and may not be revealed to anyone without your written permission, except where disclosure is required by law.

Dr. Kaisch keeps his clinical notes on a tablet computer that has all internet connectivity turned off. He regularly backs up his clinical notes on a stand-alone hard drive that is never plugged into a device that would connected it to the internet. These precautions are taken to insure, insofar as it is possible to do so, that your confidential information is never accessed by unauthorized parties. When the tablet and back-up hard drive are not in use, they are stored in a locked cabinet in a locked office.

When Disclosure Is Required By Law. Some of the circumstances where disclosure is required by the law are: where there is a reasonable suspicion of child, dependent or elder abuse or neglect; where a client presents a danger to self, to others, to property, or is gravely disabled or when client's family members communicate to Dr. Kaisch that the client presents a danger to others.

When Disclosure May Be Required. Disclosure may be required pursuant to a legal proceeding by or against you. If you place your mental status at issue in litigation initiated by you, the defendant may have the right to obtain the psychotherapy records and/or testimony by Dr. Kaisch. In couple and family therapy, or when different family members are seen individually, even over a period of time, confidentiality and privilege do not apply between the couple or among family members, unless otherwise agreed upon. Dr. Kaisch will use his clinical judgment when revealing such information. Dr. Kaisch will not release records to any outside party unless he is authorized to do so by all adult family members who were part of the treatment.

Emergencies. If there is an emergency during our work together, or in the future after termination where Dr. Kaisch becomes concerned about your personal safety, the possibility of you injuring someone else, or about you receiving proper psychiatric care, he will do whatever he can within the limits of the law, to prevent you from injuring yourself or others and to ensure that you receive the proper medical care. For this purpose, he may also contact the person whose name you have provided on the biographical sheet.

Health Insurance & Confidentiality. Disclosure of confidential information may be required by your health insurance carrier or HMO/PPO/MCO/EAP in order to process your claims. If you instruct Dr. Kaisch, only the minimum necessary information will be communicated to the carrier. Dr. Kaisch has no control or knowledge over what insurance companies do with the information he submits or who has access to this information. You must be aware that submitting a mental health invoice for reimbursement carries a certain amount of risk to confidentiality, privacy or to future capacity to obtain health or life insurance or even a job. The risk stems from the fact that mental health information is likely to be entered into big insurance companies' computers and is likely to be reported to the National Medical Data Bank. Accessibility to companies' computers or to the National Medical Data Bank database is always in question as computers are inherently vulnerable to break in's and unauthorized access. Medical data has been also reported to be legally accessed by enforcement and other agencies, which also puts you in a vulnerable position.

Litigation Limitation. Due to the nature of the therapeutic process and the fact that it often involves making a full disclosure with regard to many matters which may be of a confidential nature, it is agreed that should there be legal proceedings (such as, but not limited to divorce and custody disputes, injuries, lawsuits, etc..), neither you nor your attorneys, nor anyone else acting on your behalf will call on Dr. Kaisch to testify in court or at any other proceeding, nor will a disclosure of the psychotherapy records be requested unless otherwise agreed upon.

Consultation. Dr. Kaisch consults regularly with other professionals regarding his clients; however, the client's identity remains completely anonymous, and confidentiality is fully maintained.

E-Mails, Cell Phones, Computers and Faxes. It is very important to be aware that computers and e-mail and cell phone communication can be relatively easily accessed by unauthorized people and hence can compromise the privacy and confidentiality of such communication. E-mails, in particular are vulnerable to such unauthorized access due to the fact that servers have unlimited and direct access to all e-mails that go through them. Additionally, Dr. Kaisch's e-mails are not encrypted. Faxes can easily be sent erroneously to the wrong address. Dr. Kaisch's computers are equipped with a firewall, a virus protection and a password and he also backs up all confidential information from his computer into stand-alone hard drives on a regular basis. Please notify Dr. Kaisch if you decide to avoid or limit in any way the use of any or all communication devices such as e-mail, cell-phone or faxes. Please do not use e-mail or faxes for emergencies.

Your Right to Review Your Records. Both the law and the standards of Dr. Kaisch's profession require that he keeps appropriate treatment records for at least seven years. If you have concerns regarding the treatment records please discuss them with Dr. Kaisch. As a client, you have the right to review or receive a summary of your records at any time, except in limited legal or emergency circumstances or when Dr. Kaisch assesses that releasing such information might be harmful in any way. In such a case Dr. Kaisch will provide the records to an appropriate and legitimate mental health professional of your choice. Considering all of the above exclusions, if it is still

appropriate, upon your request, Dr. Kaisch will release information to any agency or person you specify unless Dr. Kaisch assesses that releasing such information might be harmful in any way. When more than one client involved in treatment, such as in cases of couple and group therapy, Dr. Kaisch will release records only with the signed authorizations from all the adults (or all those who legally can authorize such a release) involved in the treatment.

TELEPHONE & EMERGENCY PROCEDURES. If you need to contact Dr. Kaisch between sessions, please leave a message with his answering service (714/992-4656) and your call will be returned as soon as possible. Dr. Kaisch checks his messages a few times during the daytime only, unless he is out of town. If an emergency situation arises, indicate it clearly in your message and if you need to talk to someone right away call Centralized Assessment Team for Orange County at (866) 830-6011 or call the Police at 911. Please do not use e-mail or faxes for emergencies. Dr. Kaisch does not always check his e-mail or faxes daily.

PAYMENTS & INSURANCE REIMBURSEMENT. Clients are expected to pay the standard fee of \$_____ per 45 minute session at the end of each session unless other arrangements have been made. Telephone conversations, site visits, report writing and reading, consultation with other professionals, release of information, reading records, longer sessions, travel time, etc. will be charged at the same rate, unless indicated and agreed upon otherwise. Please notify Dr. Kaisch if any problems arise during the course of therapy regarding your ability to make timely payments. Clients who carry insurance should remember that professional services are rendered and charged to the clients and not to the insurance companies. Unless agreed upon differently, Dr. Kaisch will provide you with a copy of your receipt on a weekly or monthly basis, which you can then submit to your insurance company for reimbursement if you so choose. As was indicated in the section above on Health Insurance & Confidentiality, you must be aware that submitting a mental health invoice for reimbursement carries a certain amount of risk. Not all issues or problems which are dealt with in psychotherapy are reimbursed by insurance companies. It is your responsibility to verify the specifics of your coverage. If your account is overdue (unpaid) and there is no written agreement on a payment plan, Dr. Kaisch can use legal or other means (courts, collection agencies, etc.) to obtain payment.

MEDIATION & ARBITRATION. All disputes arising out of or in relation to this agreement to provide psychotherapy services shall first be referred to mediation, before, and as a pre-condition of, the initiation of arbitration. The mediator shall be a neutral third party chosen by agreement of Dr. Kaisch and his client(s). The cost of such mediation, if any, shall be split equally, unless otherwise agreed upon. In the event that mediation is unsuccessful, any unresolved controversy related to this agreement should be submitted to and settled by binding arbitration in Orange County, CA in accordance

with the rules of the American Arbitration Association which are in effect at the time the demand for arbitration is filed. Notwithstanding the foregoing, in the event that your account is unpaid and overdue and there is no agreement on a payment plan, Dr. Kaisch can use legal means (court, collection agency, etc.) to obtain payment. The prevailing party in an arbitration or collection proceeding shall be entitled to recover a reasonable sum for attorneys' fees. In the case of arbitration, the arbitrator will determine that sum.

THE PROCESS OF THERAPY/EVALUATION AND SCOPE OF PRACTICE.

What Is Dynamic Psychotherapy? Dynamic psychotherapy originated with the work of Dr. Sigmund Freud in the late nineteenth century. Therapy is both a way of understanding human emotions and of helping people with their relationships and their personal problems. The mature or rational self that functions more or less successfully in the real world is only a part of the total person. The more immature, irrational, or unconscious self functions silently in the background to produce various symptoms and maladaptive behaviors that often intrude into the person's social life, personal relationships, school or work activities, and physical health. In dynamic psychotherapy specific problems are viewed in the context of the whole person. The quest for self-knowledge is seen as the most important key to changing attitudes and behavior.

Dynamic psychotherapy is based on the insight that our personalities are the result of passing through and solving relationship issues at many developmental stages. At any stage, the way we have reacted to events in our lives may have caused us to get stuck at a certain level of insight or problem solving. While we go ahead and mature satisfactorily, in many ways we may carry within us the parts that didn't have a chance to develop. We can have a mature exterior and be functioning more or less successfully, while internally we may feel vulnerable, confused, depressed, angry, afraid, and childlike. We may not feel able to bounce back from rejection, get past blocks, allow our real feelings to surface, or stay in touch with our feelings and desires. Our physical health may be compromised in many ways by emotional and relationship issues.

Dynamic psychotherapy is designed to help the client get in touch with her or his unconscious memories, feelings, and desires that are not readily available to the conscious mind. Therapy is designed to help clients of all ages understand how their unconscious feelings and thoughts affect the ways they act, react, think, feel, and relate. Whether or not therapy works depends a great deal on the client's willingness and ability to experience all relationships deeply, especially the therapeutic relationship. Each client, by expressing her or his story in whatever ways possible to someone who knows how to listen and to give new meanings back, has the opportunity to learn about herself or himself in a new way.

Dynamic psychotherapy can provide a safe place for people of whatever age to discover for themselves their own truths. It provides a unique opportunity to re-experience personal history in a new relationship, to see it in a new way, and to make connections between past and current conflicts that illuminate the way one relates to oneself and to others.

Clients are encouraged to talk about thoughts and feelings that come up about therapy or about Dr. Kaisch. These feelings are important because elements of one's earliest affections and hostilities toward parents and siblings are often shifted onto Dr. Kaisch and the process of therapy. This phenomenon, known as "transference," offers a rich source of understanding, for it offers the possibility for people to re-experience and re-work important feelings arising from the past with the maturity they possess in the present.

Dynamic psychotherapy is usually not a short-term therapy as it takes time to explore the complex layers of feeling and experience that make up a person's own unique relationship history. People find that their therapy can easily extend for several years but there is no prescribed length of treatment. Only the people closely involved have a sense of when personal goals have been met. When the client feels she or he has accomplished the desired goals, then a termination date can be set.

Dynamic psychotherapy aims to help people experience life more deeply, enjoy more satisfying relationships, resolve painful conflicts, and better integrate all the parts of their personalities. Perhaps its greatest potential gift is the essential freedom to change and to continue to grow in relationships.

In addition to using the tools of dynamic therapy, Dr. Kaisch also uses a variety of other treatment modalities. These include: cognitive behavior therapy, behavior therapy, analytic therapy, gestalt therapy, sculpting, psychodrama and supportive psychotherapy. Typically he chooses the treatment modality that best fits the client's situation.

Participation in therapy can result in a number of benefits to you, including improving interpersonal relationships and resolution of the specific concerns that led you to seek therapy. Working toward these benefits, however, requires effort on your part. Psychotherapy requires your very active involvement, honesty, and openness in order to change your thoughts, feelings and/or behavior. Dr. Kaisch will ask for your feedback and views on your therapy, its progress and other aspects of the therapy and will expect you to respond openly and honestly. Sometimes more than one approach can be helpful in dealing with a certain situation. During evaluation or therapy, remembering or talking about unpleasant events, feelings, or thoughts can result in you experiencing considerable discomfort or strong feelings of anger, sadness, worry, fear, etc., or experiencing anxiety, depression, insomnia, etc. Dr. Kaisch may challenge some of your assumptions or perceptions or propose different ways of looking at, thinking about, or handling situations which can cause you to feel very upset, angry, depressed, challenged or disappointed. Attempting to resolve the issues that brought you to therapy in the first place, such as personal or interpersonal relationships may result in changes that were not originally intended. Psychotherapy may result in decisions about changing behaviors, employment, substance use, schooling, housing or relationships. Sometimes a decision that is positive for one family member is viewed quite negatively by another family member. Change will sometimes be easy and swift, but more often it will be slow and even frustrating. There is no guarantee that psychotherapy will yield positive or intended results. During the course of therapy, Dr. Kaisch is likely to draw on various psychological approaches according, in part, to the problem that is being treated and his assessment of what will best benefit you. These approaches include, but are not limited to behavioral, cognitive-behavioral, cognitive, psychodynamic, existential, system/family, developmental (adult, child, family),

humanistic or psycho-educational. Dr. Kaisch does not provides custody evaluation recommendations, medication, prescription recommendations nor legal advice, as these activities do not fall within his scope of practice.

Discussion of Treatment Plan. Within a reasonable period of time after the initiation of treatment, Dr. Kaisch will discuss with you his working understanding of the problem, therapeutic objectives, treatment plan, and his view of the possible outcomes of treatment. If you have any unanswered questions about any of the procedures used in the course of your therapy, their possible risks, Dr. Kaisch's expertise in employing them, or about the treatment plan, please ask and you will be answered fully. You also have the right to ask about other treatments for your condition and their risks and benefits. If you could benefit from any treatment that Dr. Kaisch does not provide, he has an ethical obligation to assist you in obtaining those treatments.

Termination. As set forth above, after the first couple of meetings, Dr. Kaisch will assess if he can be of benefit to you. Dr. Kaisch does not accept clients who, in his opinion, he cannot help. In such a case, he will give you a number of referrals who you can contact. If at any point during psychotherapy Dr. Kaisch assesses that he is not effective in helping you reach your therapeutic goals, he is obligated to discuss it with you and, if appropriate, to terminate treatment. In such a case, he would give you a number of referrals that may be of help to you. If you request it and authorize it in writing, Dr. Kaisch will talk to the psychotherapist of your choice in order to help with the transition. If at any time you want another professional's opinion or wish to consult with another therapist, Dr. Kaisch will assist you in finding someone qualified, and if he has your written consent, he will provide her or him with the essential information needed. You have the right to terminate therapy at any time. If you choose to do so, Dr. Kaisch will offer to provide you with names of other qualified professionals whose services you might prefer.

DUAL RELATIONSHIPS. Not all dual or multiple relationships are unethical or avoidable. Therapy never involves sexual or any other dual relationship that impairs Dr. Kaisch's objectivity, clinical judgment or can be exploitative in nature. Many clients choose Dr. Kaisch as their therapist because they know him before they enter into therapy with him and/or are personal aware of his professional work and achievements. Dual or multiple relationships can enhance trust and therapeutic effectiveness but can also detract from it and often it is impossible to know that ahead of time. It is your, the client's, responsibility to communicate to Dr. Kaisch if the dual or multiple relationship becomes uncomfortable for you in any way. Dr. Kaisch will always listen carefully and respond accordingly to your feedback and will discontinue the dual relationship if he finds it interfering with the effectiveness of the therapy or the welfare of the client and of course you can do the same at any time.

CANCELLATION. Since the scheduling of an appointment involves the reservation of time specifically for you, a minimum of 48 hours (2 days) notice is required for re-

scheduling or canceling an appointment. Unless we reach a different agreement, the full fee will be charged for sessions missed without such notification. Most insurance companies do not reimburse for missed sessions.

This agreement constitutes the entirety of our professional contract. Any changes must be signed by both parties. I have a right to keep a copy of this contract.

Client Signature _____ Date _____

Therapist Signature _____ Date _____

Legal Parent or Guardian Signature _____ Date _____

Statement of Dr. Kaisch

This document was discussed with the client and questions regarding fees, diagnosis, and treatment plan were discussed. I have assessed the client's mental capacity and found the client capable of giving an informed consent at this time.

Date _____ Therapist's Initials _____