



# Transformative Psychology

helping people transform their lives

## Consent Form (Private & Confidential)

### Psychology Service

Your psychologist will need to collect and record personal information from you that is relevant to your present situation and the psychology service being provided to you. You do not have to give all your personal information, only that that is relevant to providing the psychology service.

### Purpose of collecting and recording information

The information is gathered as part of the assessment, diagnosis (when required) and management / treatment of your condition. This is seen only by your psychologist. The information is retained securely in order to document what happens during consultations, enabling your psychologist to provide a relevant and informed psychology service. Please refer to the 'Management of Personal Information Policy' for further information. This is provided as a separate document.

### Confidentiality

All personal information gathered by your psychologist will remain confidential, private and secure except where:

1. it is subpoenaed by a court, or disclosure is required or authorised by law;
2. failure to disclose the information would place you or another person at serious and imminent risk;
3. your prior approval has been obtained to provide a written report or verbal communication to another professional or agency (e.g. medical practitioner or lawyer), or another person (e.g. a parent or employer);
4. it is a requirement through a particular program that a progress report is sent by your psychologist to a medical practitioner (e.g. Medicare Better Access Program), or by an organisation funding the service (e.g. Transport Accident Commission (TAC), Victorian WorkSafe Authority (VWA), Department of Veterans' Affairs (DVA)).

### Access to Client Information

As a client of a psychologist you are entitled to access information about you that is kept on file at any stage, unless the relevant legislation stipulates otherwise. Your psychologist may discuss appropriate forms of access with you.

### Fees

The current fee for a one hour consultation (usually around 55 minutes) is \$155.00 for an individual or \$170.00 for a couple / group, which is payable before or at the end of the consultation by cash, bank transfer or cheques. A tax invoice will be issued once payment has been received.

### Cancellation Policy

If a consultation needs to be cancelled, postponed or rescheduled, please give your psychologist a minimum of 48 hours notice, otherwise you will be charged the full consultation fee. If you do not attend at all you will be charged the full consultation fee. For Medicare psychology services, a Medicare funded consultation cannot be used to cover a cancelled consultation if a psychology service is provided through the Medicare Better Access Program as this needs to be delivered in person, or can a cancelled consultation be counted as one of your allowable Medicare psychology services.

Please refer to the 'Professional Fees, Rebates and Cancellation Policy' for further information. This is provided as a separate document.

### Charter for Clients of Psychologists

You are encouraged to read the attached Charter which explains your rights as a client of a psychologist.

**Please Note:** If after reading this document you have any questions or are still unclear about what is written please discuss this with your psychologist.

### Consent

I, (print name.....), have read and understood the above Consent Form. I agree to these conditions for the psychology service provided by my psychologist. I have received a copy of the documents 'Management of Personal Information Policy'; and, 'Professional Fees, Rebates and Cancellation Policy'.

Signature ..... Date .....

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